SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Wednesday, August 21, 2024
2024-2025 - 234

REGULAR MEETING AGENDA

TIME: 7:00 PM **LOCATION: ROOM 14**

1. CALL TO ORDER (7:03 p.m.)
Christian Dieker, Board President

2. OPEN PUBLIC MEETINGS ACT STATEMENT
Christian Dieker, Board President

"The New Jersey Open Public Meetings Law was enacted to ensure 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.

3. PLEDGE OF ALLEGIANCE
Christian Dieker, Board President

4. ROLL CALL
Casey DeJoseph, Board Secretary

Present: Mr. Roberson, Ms. Wallrath, Mr. Pantano, Ms. Drum, Mr. Hale, Ms. Donahue, Mr. Deiker
Absent: Ms. Wainwright, Ms. Rincon

5. SCHOOL & COMMUNITY PRESENTATIONS
Craig Vaughn, Superintendent

6. COMMITTEE UPDATES
Christian Dieker, Board President

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

Mr. Dieker spoke about the update on the status of the parking lot paving, we are currently on/ahead of schedule and should have everything completed by the start of school.

Mr. Pantano provided an update on the topics currently under review by the policy committee along with the suggestions on how to move forward.

7. PUBLIC COMMENT #1 (SHALL NOT EXCEED THIRTY (30) MINUTES)
Christian Dieker, Board President

Before a matter is placed on the agenda, 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.

8. CORRESPONDENCE
Craig Vaughn, Superintendent

None.

9. SUPERINTENDENT REPORT
Craig Vaughn, Superintendent

UPDATE
- Introduction of New Staff for the 2024-25 School Year
- Summer 2024 Facilities Projects

IMPORTANT DATES
- August 26 - 28 - Kindergarten Jump Start
- August 28 - New Teacher Orientation
- September 2 - Labor Day
- September 3 - Staff Orientation / Professional Development
- September 4 - First Day of School for Students
- September 17 - Back to School Night
- September 18 - BOE Meeting

10. APPROVAL OF MINUTES
Casey DeJoseph, Board Secretary

- **REGULAR MEETING - Wednesday, July 17, 2024**

Motion Mr. Hale
Second Mr. Pantano
Mr. Roberson - Yes, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Abstain, Mr. Hale - Yes, Ms. Donahue - Abstain, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon
Motion Carries 5-0

11. SUPERINTENDENT'S REPORT (ENROLLMENT & HIB)
Craig Vaughn, Superintendent

a) **RESOLUTION #24/25-RM-234-101**
MONTHLY ENROLLMENT REPORT
b) **RESOLUTION #24/25-RM-234-102**
APPROVE THE MONTHLY HIB REPORT

Motion Mr. Hale
Second Ms. Donahue
Mr. Roberson - Yes, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Yes, Mr. Hale - Yes, Ms. Donahue - Yes, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon
Motion Carries 7-0

12. CONTRACT ADMINISTRATION
Casey DeJoseph, Board Secretary

a) **RESOLUTION #24/25-RM-234-103**
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICES AGREEMENT WITH DEPT OF HUMAN SERVICES COMMISSION FOR THE BLIND
b) **RESOLUTION #24/25-RM-234-104**
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICES CONTRACT RENEWAL FOR AN AUDITOR

Motion Ms. Drum
Second Ms. Wallrath
Mr. Roberson - Yes, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Yes, Mr. Hale - Yes, Ms. Donahue - Yes, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon

13. FINANCE & BUDGET
Casey DeJoseph, Board Secretary

a) **RESOLUTION #24/25-RM-234-105**
APPROVE ANTICIPATED REVENUE REPORT
b) **RESOLUTION #24/25-RM-234-106**
CERTIFY REMITTANCE TO PURCHASE ORDERS
c) **RESOLUTION #24/25-RM-234-107**
CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%
d) **RESOLUTION #24/25-RM-234-108**
CERTIFY EWEG REIMBURSEMENT REQUESTS
e) **RESOLUTION #24/25-RM-234-109**
APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
f) **RESOLUTION #24/25-RM-234-110**
MONTHLY CERTIFICATION LINE ITEM STATUS REPORT
g) **RESOLUTION #24/25-RM-234-111**
RATIFY TRANSFER OF FUNDS
h) **RESOLUTION #24/25-RM-234-112**
APPROVE MONTHLY BILL LIST
i) **RESOLUTION #24/25-RM-234-113**
APPROVE BOARD SECRETARY'S REPORT
j) **RESOLUTION #24/25-RM-234-114**
APPROVE TREASURER'S REPORT
k) **RESOLUTION #24/25-RM-234-115**
ACCEPTING EXTRAORDINARY AID PAYMENT
l) **RESOLUTION #24/25-RM-234-116**
ACCEPTING NONPUBLIC TRANSPORTATION AID PAYMENT
m) **RESOLUTION #24/25-RM-234-117**
APPROVE OUT-OF-DISTRICT PLACEMENTS FOR THE 2024-25 SCHOOL YEAR
n) **RESOLUTION #24/25-RM-234-118**
APPROVE FOOD SERVICE PRICES FOR THE 2024-25 SCHOOL YEAR
o) **RESOLUTION #24/25-RM-234-119**
APPROVE CORRECTIVE ACTION PLAN FOR FOOD SERVICE NET CASH RESOURCES

Motion Mr. Hale to separate H, K, L, M, N, O from the remainder of the items listed above
Second Ms. Donahue
All in Favor 7-0, Motion Carries
Motion Mr. Hale to approve H, K, L, M, N, O
Second Ms. Donahue

Mr. Roberson - Abstain, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Yes, Mr. Hale - Yes, Ms. Donahue - Yes, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon
Motion Carries 6-0

Motion Mr. Hale to approve balance of items listed above
Second Mr. Pantanto
Motion Carries All in Favor 7-0

14. PERSONNEL & NEGOTIATIONS
Craig Vaughn, Superintendent

a) **RESOLUTION #24/25-RM-234-120**
APPOINTMENT OF A SPECIAL EDUCATION TEACHER
b) **RESOLUTION #24/25-RM-234-121**
APPOINTMENT OF AN INSTRUCTIONAL ASSISTANT
c) **RESOLUTION #24/25-RM-234-122**
APPROVE RECOMMENDATIONS FOR CERTAIN 2024-25 HOURLY POSITIONS
d) **RESOLUTION #24/25-RM-234-123**
APPROVE MENTORS & MENTOR STIPENDS FOR THE 2024-25 SCHOOL YEAR
e) **RESOLUTION #24/25-RM-234-124**
APPOINT SUBSTITUTE POSITIONS FOR THE 2024-25 SCHOOL YEAR
f) **RESOLUTION #24/25-RM-234-125**
APPROVE A LEAVE OF ABSENCE
g) **RESOLUTION #24/25-RM-234-126**
APPROVE A LEAVE OF ABSENCE
h) **RESOLUTION #24/25-RM-234-127**
APPROVE A LEAVE OF ABSENCE
i) **RESOLUTION #24/25-RM-234-128**
ACCEPTING AN EMPLOYEE RESIGNATION
j) **RESOLUTION #24/25-RM-234-129**
APPOINTMENT OF AN INSTRUCTIONAL ASSISTANT

Motion Ms. Donahue
Second Mr. Roberson
Mr. Roberson - Yes, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Yes, Mr. Hale - Yes, Ms. Donahue - Yes, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon
Motion Carries, All in Favor 7-0

15. CURRICULUM & TECHNOLOGY
Craig Vaughn, Superintendent

a) **RESOLUTION #24/25-RM-234-130**
APPROVE THE SUBMISSION OF THE 2024-25 PROFESSIONAL DEVELOPMENT PLAN
b) **RESOLUTION #24/25-RM-234-131**
APPROVE FIELD TRIPS FOR THE 2024-2025 SCHOOL YEAR
c) **RESOLUTION #24/25-RM-234-132**
APPROVE TRAVEL AND RELATED EXPENSE REIMBURSEMENT
d) **RESOLUTION #24/25-RM-234-133**
APPROVE K-6 WORLD LANGUAGE CURRICULUM

Motion Ms. Roberson
Second Ms. Wallrath

Mr. Roberson - Yes, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Yes, Mr. Hale - Abstain, Ms. Donahue - Yes, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon
Motion Carries, All in Favor 6-0

16. POLICIES & PROCEDURES
Craig Vaughn, Superintendent

a) **RESOLUTION #24/25-RM-234-134**
APPROVE AMENDMENTS UPON FIRST READING & INTRODUCTION
b) **RESOLUTION #24/25-RM-234-135**
APPROVE AMENDMENTS UPON SECOND READING & ADOPTION
c) **RESOLUTION #24/25-RM-234-136**
APPROVE DISTRICT GOALS FOR THE 2024-2025 SCHOOL YEAR

Motion Mr. Pantano
Second Mr. Hale
Mr. Roberson - Yes, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Yes, Mr. Hale - Yes, Ms. Donahue - Yes, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon
Motion Carries, All in Favor 7-0

17. FACILITIES, SECURITY, & TRANSPORTATION
Craig Vaughn, Superintendent

a) **RESOLUTION #24/25-RM-234-137**
APPROVE MONTHLY FIRE & SECURITY DRILLS
b) **RESOLUTION #24/25-RM-234-138**
APPROVE USE OF FACILITIES REQUESTS
c) **RESOLUTION #24/25-RM-234-139**
APPROVE BUS ROUTES FOR THE 2024-2025 SCHOOL YEAR

Motion Ms. Wallrath
Second Mr. Pantano
Mr. Roberson - Yes, Ms. Wallrath - Yes, Mr. Pantano - Yes, Ms. Drum - Yes, Mr. Hale - Yes, Ms. Donahue - Yes, Mr. Dieker - Yes
Absent: Ms. Wainwright, Ms. Rincon
Motion Carries, All in Favor 7-0

18. BOARD FORUM
Christian Dieker, Board President

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

19. PUBLIC COMMENT #2 (SHALL NOT EXCEED THIRTY (30) MINUTES)
Christian Dieker, Board President

20. ADJOURNMENT - 7:55 p.m.
Christian Dieker, Board President

Motion Ms. Roberson
Second Ms. Wallrath
Motion Carries, All in Favor 7-0

August 21, 2024

SUPERINTENDENT'S REPORT

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-101

RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JULY 2024

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, 2024	Count **July 31, 2024**	Difference
11-105-100-101-101-105	Pre-School Regular	17	21	+4
11-110-100-101-101-110	Kindergarten	31	37	+6
11-120-100-101-101-401	First Grade	35	31	-4
11-120-100-101-101-402	Second Grade	45	33	-12
11-120-100-101-101-403	Third Grade	32	46	+14
11-120-100-101-101-404	Fourth Grade	39	35	-4
11-120-100-101-101-405	Fifth Grade	38	39	+1
11-130-100-101-101-406	Sixth Grade	37	38	+1
11-212-100-101-101-100	Multiple Disabled	13	11	-2
11-215-100-101-101-100	Preschool Disabled PT	5	4	-1
11-000-100-56X-60X-XXX	Out-of-District Placement	1	1	N/C
	TOTAL	**293**	**295**	**+2**

August 21, 2024

Month	Enrollment	Monthly Change
June 2024	293	
July 2024	295	+2
August 2024		
September 2024		
October 2024		
November 2024		
December 2024		
January 2025		
February 2025		
March 2025		
April 2025		
May 2025		
June 2025		

;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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-102

RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT FOR THE TIME PERIOD OF JULY 18, 2024 TO AUGUST 21, 2024 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 **JULY 18, 2024 TO AUGUST 21, 2024**:

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

CONTRACT ADMINISTRATION

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-103

RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO EXECUTE AN EDUCATIONAL SERVICES AGREEMENT WITH THE COMMISSION OF THE BLIND AND VISUALLY IMPAIRED

WHEREAS, certain students of the Township of Springfield School District have individualized education programs which requires the Township of Springfield Board of Education to purchase educational services from an approved receiving school district pursuant to applicable New Jersey statutes and rules and regulations of the New Jersey State Board of Education; and

WHEREAS, the Commission for the Blind and Visually Impaired, is a New Jersey Department of Human Services approved service provider for classified pupil(s) able to provide the educational services for the visually impaired beginning on September 1, 2024 and ending on June 30, 2025; and

WHEREAS, the following student(s) shall be provided the educational services at the cost as detailed:

Service Provided	Cost Per Pupil	Total Pupils	Total Cost
Level of Service – Education Level 1	**1900**	**1**	**1900**
		TOTAL	**1900**

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-104

RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR THE SERVICES OF A BOARD AUDITOR TO CERTIFY COMPLIANCE WITH REQUIREMENTS FOR INCOME TAX PURSUANT TO N.J.A.C. 6A: 23A-4.2

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

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

***WHEREAS*,** the Township of Springfield Board of Education recognizes the need for the professional services of a board auditor to comply with provisions of N.J.A.C. 6A:23A-4.2; and

***WHEREAS*,** Barre & Company, LLC, 2204 Morris Avenue, Suite 206 Union, New Jersey 07083, 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 audit and filing services with the Holt McNally & Associates, Medford, New Jersey, in an amount not-to-exceed **twenty-three thousand four hundred dollars ($23,400)** if the firm is required to do the preparation for the Comprehensive Annual Financial Report (CAFR) for the Year Ending **June 30, 2024**; and

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

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August 21, 2024

FINANCE & BUDGET

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-105

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF JULY 2024 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 **JULY 2024** changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

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Casey DeJoseph
Business Administrator/Board Secretary

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-106

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 JULY 2024

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 **JULY 2024** Credit-Disbursement Report detailing the changes is hereby approved and that any and all adjustments against Board of Education obligations therein enumerated for equipment, material and supplies, furnished and delivered and for work done and performed and certified as correct by the Secretary of the Board of Education, and when funds are available; and

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

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-107

RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT FOR THE MONTH OF JULY 2024 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 **JULY 2024** monthly transfer report detailing the percentage change in transfers is hereby approved; and

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

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-108

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING JULY 31, 2024

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 **JULY 31, 2024** 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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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-109

RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES AS OF JULY 31, 2024 FOR THE 2024-2025 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 **JULY 31, 2024** 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 **2023-2024** and **2024-2025** Every Student Succeeds Act, IDEA Part B, IDEA Preschool, REAP, and ESSER funds.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-110

RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS FOR THE MONTH OF JULY 2024 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 **JULY 31, 2024** no budgetary line item account has obligations and payments, understood as contractual orders, which in total exceed the amount appropriated by the Township of Springfield Board of Education pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:22-8.1.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-111

RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR JULY 2024,
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 **JULY 2024**, recorded as adjustments according to the attached report, so as to provide for the thorough and efficient education of Springfield Township School District pupils; and

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

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-112

**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 **JULY 18, 2024 TO AUGUST 21, 2024** (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.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-113

RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS [BOARD SECRETARY'S REPORT] FOR THE MONTH OF JULY 2024 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 **2024-2025** 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.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-114

RESOLUTION APPROVAL OF THE REPORT OF THE TREASURER OF SCHOOL MONIES FOR JULY 2024 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 **JULY 2024** Report of the Treasurer of School Monies is hereby accepted and approved.

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August 21, 2024

RESOLUTION #24/25-RM-234-115

RESOLUTION AUTHORIZING THE ACCEPTANCE OF EXTRAORDINARY SPECIAL EDUCATION AID

WHEREAS, Extraordinary Special Education Aid (EXAID) provides additional aid to districts with students who are classified and have certain expenses, pursuant to N.J.S.A. 18A:7F-55; and,

WHEREAS, the application for reimbursement is for costs incurred during the 2023-2024 school year; and,

WHEREAS, in those instances in which a pupil is educated in a separate public school program for students with disabilities and the cost of providing direct instructional and support services for an individual classified pupil exceeds $40,000, for those direct instructional and support services costs in excess of $40,000 a district shall receive extraordinary special education State aid equal to 75% of the amount of that excess; and,

WHEREAS, Extraordinary special education State aid for an individual classified pupil shall be calculated as follows: EA = ((ADC-$40,000) x .90) + (((AIC - $40,000) + (ASC - $55,000)) x .75) where ADC equals the district's actual cost for the direct instructional and support services in an in-district public school program; AIC equals the district's actual cost for direct instructional and support services in a separate public school program; and ASC equals the district's actual cost for tuition paid to a separate private school; and

WHEREAS, the receipt of extraordinary special education State aid for an individual classified pupil shall be conditioned upon a demonstration by the district that the pupil's Individualized Education Plan requires the provision of intensive services, pursuant to factors determined by the commissioner; and,

WHEREAS, in order to receive funding pursuant to this section, a district shall file an application with the department that details the expenses incurred on behalf of the particular classified pupil for which the district is seeking reimbursement. Additional State aid awarded for extraordinary special education costs shall be recorded by the district as revenue in the current school year and paid to the district in the subsequent school year; and,

WHEREAS, the Springfield Township School District has reviewed the terms and conditions associated with the New Jersey Extraordinary Special Education Aid program and finds them to be acceptable and beneficial to our district.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey hereby approves acceptance of Special Education Extraordinary Aid for the **2023-2024** School Year in the amount of twelve thousand seven hundred thirteen dollars and no cents ($12,713.00).

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RESOLUTION #24/25-RM-234-116

RESOLUTION AUTHORIZING THE ACCEPTANCE OF NONPUBLIC TRANSPORTATION AID

WHEREAS, district boards of education shall provide nonpublic school transportation or aid in lieu of transportation in accordance with N.J.S.A. 18A:39-1 et seq.; and,

WHEREAS, to be eligible for aid in lieu of transportation, non public school students must:

1. Reside in a district which provides transportation to and from school for remote public school students. EXCEPTION: Nonpublic school transportation services are not required when the only transportation provided by the local board of education is for students attending special education, vocational/technical, or other specialized programs.
2. Reside remote from their school of attendance.The words, “remote from the schoolhouse” shall mean beyond two and one-half (2 ½) miles for high school students and beyond two (2) miles for elementary students, except for handicapped students. (NJAC 6A:27-1.2)
3. Attend a private school located in New Jersey twenty (20) miles or less from their residence.
4. Attend a nonprofit private school.
5. Meet the age requirement of their resident district and be enrolled in grades kindergarten through 12; and,

WHEREAS, in accordance with NJSA 18A:39-1a, the Springfield Township School District is entitled to reimbursement of all costs, which were in excess of $710 but not more than $1,022, incurred by the Board of Education for the transportation of nonpublic school students. In addition, certain students who attend nonpublic schools located more than 20 miles from their homes are eligible for transportation services and reimbursement; and,

WHEREAS, the amount received is based upon the October 14, 2023 District Report of Transported Resident Students and the certification of nonpublic school transportation costs. The Springfield Township School District’s anticipated reimbursement is as follows:

- Cost in excess of $710: $4550.00
- Transportation aid, students over 20 miles: $0.00
- District Total: $4550.00; and,

WHEREAS, this additional nonpublic school transportation reimbursement aid must be recorded as revenue (Other State Aid 10-319X) and as a receivable in the detailed general ledger for the 2023-2024 fiscal year. Cash payment against the receivable in the form of an Automated Clearing House (ACH) transfer will occur during July 2024. Any portion of these funds that can be clearly documented as having not been appropriated during 2023-24 may be used as an allowable adjustment for the 2023-24 audited excess surplus calculation, and in accordance with N.J.A.C. 6A:23A-13.3(d)6 the district may also appropriate that amount in the next fiscal year (2024-2025) without Commissioner approval. Note that on the Schedule of Expenditures of State Financial Assistance this aid is reported as Transportation Aid using NJCFS/Project Number 23-495-034-5120-014.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey hereby approves acceptance of Aid in Lieu of Transportation reimbursement for the **2023-2024** School Year in the amount of four thousand five hundred fifty dollars and no cents ($4550.00).

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-117

RESOLUTION APPROVAL OF OUT-OF-DISTRICT PLACEMENTS FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Individuals with Disabilities Act (IDEA) mandates that children who receive special education should learn in the least restrictive environment to ensure they are included in the general education classroom to the maximum extent that is appropriate; and

WHEREAS, IDEA provides that special classes, separate schools, or removal from the general education class should only occur when a child's learning or attention issue ("disability" under IDEA) is so severe that supplementary aids and services cannot provide the child with an appropriate education; and

WHEREAS, the Springfield Township School District's Child Study Team has determined students in need of specialized programs outside of the district; and

WHEREAS, the following table indicates the schools and approximate associated costs for cases which require out-of-district placements:

Classification	Grade	School	Estimated Tuition Rate	Estimated Extended School Year Rate
CI	6	Burlington County Special Services	$52,143	$4,179
		Total	$52,143	$4,179

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Springfield Township Board of Education approve the out-of-district student placements for the 2024-2025 school year, as indicated in the table above, for which the costs are approximate.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-118

RESOLUTION APPROVING THE PRICE STRUCTURE FOR FOOD SERVICE FUND FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Business Administrator/Secretary to the Board, after consultation with representatives from the food service management company, Princeton Food Management Associates, recommends the following price structure for the **2024-2025** school year:

Fund #	Fund	Description	2023-2024 Price	Increase	2024-2025 Price
62	Food Service	Paid Breakfast	$2.00	$0.10	$2.10
62	Food Service	Paid Lunch	$3.25	$0.10	$3.35
62	Food Service	Paid Adult Lunch	$4.25	$0.25	$4.50
62	Food Service	Reduced Breakfast	$0.40	$0.00	$0.40
62	Food Service	Reduced Lunch	$0.50	$0.00	$0.50

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Bulrington, State of New Jersey, that the above price structure is hereby approved for the **2024-2025** school year.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-119

RESOLUTION APPROVING A CORRECTIVE ACTION PLAN FOR FOOD SERVICE NET CASH RESOURCES

WHEREAS, the Springfield Township Board of Education is committed to maintaining the highest standards of financial accountability and transparency; and

WHEREAS, an audit by the State of New Jersey Department of Agriculture, Division of Food and Nutrition, was conducted and the audit report identified certain findings related to financial reporting; and

WHEREAS, the audit finding specifically pertains to 7 CFR 210.2 [Title 7—Agriculture; Subtitle B -- Regulations Of The Department Of Agriculture; Chapter II -- Food And Nutrition Service, Department Of Agriculture; Subchapter A -- Child Nutrition Programs - Part 210 -- National School Lunch Program; Subpart A – General which requires immediate attention and corrective action to ensure accurate financial reporting and compliance with accounting standards; and

WHEREAS, administration has diligently reviewed the audit finding and has prepared a comprehensive Corrective Action Plan (CAP), as follows to address the identified issues, rectify any errors, and implement safeguards to prevent similar issues from occurring in the future:

Name of District:	Springfield Township
Type of Audit:	Food Services
Date of Meeting:	August 21, 2024
Contact Person:	Casey DeJoseph, Business Administrator
Telephone Number:	(609) 723 - 2479
County:	Burlington

Finding	Corrective Action	Method of Implementation	Person Responsible for Implementation	Planned Completion Date
Net Cash resources exceeded three month's average expenditures.	In order to reduce the net cash resources, the district should consider the purchase of needed equipment, improve food quality, or take other actions to eliminate the excess cash resources.	The district will monitor the three month average expenditures and invest any excess cash in kitchen equipment, food services related expenses, and improvement of food quality.	Superintendent; Business Administrator; Food Service Director	July & August 2024: evaluate needs and plan the purchase of equipment and enhancement of food services. September 2024: execute purchase orders for all equipment. Ongoing: monitor monthly financial statements against net cash allowances.

NOW, THEREFORE, BE IT RESOLVED, that the Springfield Township Board of Education hereby approves the Corrective Action Plan as presented by the administration in response to the audit finding related to the Food Service Net Cash Resources for the fiscal year 2023-2024.

PERSONNEL & NEGOTIATIONS

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-120

RESOLUTION APPROVING THE APPOINTMENT OF A SPECIAL EDUCATION TEACHER FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2024-2025 FISCAL YEAR WHICH TERM IS UNDERSTOOD TO RUN FROM JULY 1, 2024 to JUNE 30, 2025

WHEREAS, a vacancy was created in the position pursuant to an increase in student enrollment and identified for inclusion in the FY 2024-2025 Board of Education approved budget; and

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

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

NAME:	Amanda Owens	
STEP ON SCALE:	Step 1 (9/1/2024 - 1/31/2025)	Step 1A (2/1/2025 - 6/30/2025)
ANNUAL COMPENSATION	$54,080	$57,480
POSITION CONTROL NUMBER	V-RCT007	
FULL TIME / PART TIME:	Full Time	
EFFECTIVE DATE:	September 1, 2024	

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools is directed to notify the individuals above mentioned by August 22, 2024 and that contracts shall be offered and executed for each approved individual.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-121

RESOLUTION APPROVING THE APPOINTMENT OF AN INSTRUCTIONAL ASSISTANT FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2024-2025 FISCAL YEAR WHICH TERM IS UNDERSTOOD TO RUN FROM JULY 1, 2024 to JUNE 30, 2025

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

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

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

NAME:	Maimouna Bah
STEP ON SCALE:	Step 1
ANNUAL LEVEL OF COMPENSATION	$16,777
POSITION CONTROL NUMBER	W-TARC03
FULL TIME / PART TIME:	Part Time (.7037)
EFFECTIVE DATE:	September 1, 2024

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools is directed to notify the individuals above mentioned by August 22, 2024 and that contracts shall be offered and executed for each approved individual.

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-122

RESOLUTION APPROVING THE SUPERINTENDENT'S RECOMMENDATIONS FOR CERTAIN 2024-2025 HOURLY POSITIONS FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

***WHEREAS*,** the Superintendent has identified the need for the below hourly positions for the **2024-2025** school year and recommends approval to the Board of Education:

1. **Appointment of AM Bus Aides**

Employee	Time / Duration	Rate
Annette Capra	AM route - 45 minutes	$22 per hour

2. **Appointment of PM Bus Aides**

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

3. **Appointment of Extended Day Staff**

Employee	Position	Rate
Jacqueline Grimm	AM / PM Supervision	$22 per hour
Kristin Pollack	AM / PM Supervision	$22 per hour
JoAnn Ricciani	AM / PM Supervision	$22 per hour
Evi Fennessy	PM Supervision	$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.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-123

APPROVING THE MENTOR ASSIGNMENTS AND COMPENSATION FOR THE 2024-2025 SCHOOL YEAR PURSUANT TO N.J.A.C. 6A:9B-8.4

WHEREAS, the School District mentoring plan has been developed in accordance with all the above mentoring program regulations for non-tenured teachers in their first year of employment, as specified in N.J.A.C. 6A:9B-8.4, including but not limited to, the following:

- All non-tenured teachers in their first year of employment receive a comprehensive induction to school district policies and procedures
- All non-tenured teachers in their first of employment receive individualized supports and activities
- All provisional teachers (holding a Certificate of Eligibility or Certificate of Eligibility in Advance Standing) have a one-on-one mentor upon beginning their contracted teaching assignment. All provisional teachers (holding a Certificate of Eligibility or Certificate of Eligibility in Advance Standing) participate in a one-year mentoring program.
- Each mentor teacher holds a teacher certificate, has at least three years of experience and has taught full-time for at least two years within the last five years.
- The mentor teacher does not serve as their mentee's direct supervisor nor conduct evaluations of teachers.
- Each mentor teacher demonstrates a record of success in the classroom, according to the stipulations in N.J.A.C. 6A:9-8.4(e)4 regarding summative evaluation ratings.*
- Each mentor teacher completes a comprehensive mentor training program that includes, at a minimum, training on the school district's teaching evaluation rubric and practice instrument, * the N.J. Professional Standards for Teachers, the Common Core State Standards, classroom observation skills, facilitating adult learning and leading reflective conversations about teaching practice.
- The district mentoring has been submitted to the district BOE for review and fiscal impact.
- The district mentoring plan has been shared with each school improvement panel.
- Mentoring time is logged and mentor payments are handled through the district office.

WHEREAS, the following mentor assignments are being recommended by the Superintendent of Schools:

Provisional Teacher	Mentoring Teacher	Account Number	Stipend Amount
Amanda Owens	Ashley Traino	11-000-223-050-127-0	$550

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

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-124

RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS' RECOMMENDATION FOR THE SUBSTITUTE POSITIONS FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2024-2025 SCHOOL YEAR

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

Teachers	Aides	Custodians	Nurses	EDC Staff
Beverly Newell	Saira Ahmad			Kyra Baci
Michael Weller	Chelsea Baxley			Aliyah Reid
Carole Bridges				
Lawrence McHugh				
Cheryl Bucko				

; and

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-125

RESOLUTION AUTHORIZING A LEAVE OF ABSENCE
PURSUANT TO POLICY #3435 FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Township of Springfield Board of Education Policy #3435 sets forth that the Board of Education shall provide for leaves of absence, in accordance with law and the policies of this Board, for any employee of this district whose absence from duties will be required for a foreseeable event of disability such as childbirth or surgery; and,

WHEREAS an employee who anticipates disability shall so notify the Superintendent as soon as the employee is under medical supervision for the condition and a date is projected for the anticipated disability; and,

WHEREAS because of the potentially disabling nature of pregnancy and the certainty of temporary disability at birth, the Board will presume that a pregnant employee is disabled for work thirty days before the anticipated date of childbirth and continues to be disabled for thirty days after birth, except that any such employee who presents medical certification of her fitness may continue to work until she is actually disabled and may return to work as soon as she is able; and,

WHEREAS the Board reserves the right to require an employee who requests an extended leave of absence that includes anticipated disability to commence and/or terminate the leave at times that ensure continuity in the educational program in accordance with Policy No. 3431. No person who is required to take leave at a time other than that requested will be denied the use of sick leave for the anticipated disability that occurs or is presumed to occur during the leave; and

WHEREAS an employee who anticipates a disability may request a leave of absence to commence before disability and to extend beyond the period of disability. Any such request shall be subject to Board discretion and the Board's policy on leave of absence. An employee on voluntary leave of absence is not eligible for sick leave pay for disability occurring during the period of that absence; and,

WHEREAS, the following employee has notified the Superintendent in accordance with Policy #3435 of a request for a leave of absence:

Name	Position	Effective Dates (paid leave)	Effective Dates (unpaid leave)
Sara Schreiber	Second Grade Teacher	10/14/2024 - 11/25/2024	11/26/2024 - 2/28/2025

NOW, THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent is hereby authorized to approve the above captioned leave of absence during the dates as listed.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-126

RESOLUTION AUTHORIZING A LEAVE OF ABSENCE
PURSUANT TO POLICY #3435 FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Township of Springfield Board of Education Policy #3435 sets forth that the Board of Education shall provide for leaves of absence, in accordance with law and the policies of this Board, for any employee of this district whose absence from duties will be required for a foreseeable event of disability such as childbirth or surgery; and,

WHEREAS an employee who anticipates disability shall so notify the Superintendent as soon as the employee is under medical supervision for the condition and a date is projected for the anticipated disability; and,

WHEREAS because of the potentially disabling nature of pregnancy and the certainty of temporary disability at birth, the Board will presume that a pregnant employee is disabled for work thirty days before the anticipated date of childbirth and continues to be disabled for thirty days after birth, except that any such employee who presents medical certification of her fitness may continue to work until she is actually disabled and may return to work as soon as she is able; and,

WHEREAS the Board reserves the right to require an employee who requests an extended leave of absence that includes anticipated disability to commence and/or terminate the leave at times that ensure continuity in the educational program in accordance with Policy No. 3431. No person who is required to take leave at a time other than that requested will be denied the use of sick leave for the anticipated disability that occurs or is presumed to occur during the leave; and

WHEREAS an employee who anticipates a disability may request a leave of absence to commence before disability and to extend beyond the period of disability. Any such request shall be subject to Board discretion and the Board's policy on leave of absence. An employee on voluntary leave of absence is not eligible for sick leave pay for disability occurring during the period of that absence; and,

WHEREAS, the following employee has notified the Superintendent in accordance with Policy #3435 of a request for a leave of absence:

Name	Position	Effective Dates (paid leave)	Effective Dates (unpaid leave)
Riley Smith	Fifth Grade Teacher	10/15/2024 - 11/15/2024	11/18/2024 - 2/21/2025

NOW, THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent is hereby authorized to approve the above captioned leave of absence during the dates as listed.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-127

RESOLUTION AUTHORIZING A LEAVE OF ABSENCE
PURSUANT TO POLICY #4436 FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Township of Springfield Board of Education Policy #4436 sets forth that the Board of Education will provide for an employee's absence for reason of personal necessity not covered by the terms of a negotiated agreement or in an individual contract with the Board; and,

WHEREAS N.J. Stat. § 34:11D-2 recognizes the need to care for a family member during diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition or when a family member needs preventive medical care as permissible use of such leave; and,

WHEREAS an employee who anticipates such leave shall so notify the Superintendent as soon as a date is projected for the anticipated leave; and,

WHEREAS, the following employee has notified the Superintendent in accordance with Policy #4436 of a request for a leave of absence:

Name	Position	Effective Dates (paid leave)	Effective Dates (unpaid leave)
Margaret Gonzalez	Instructional Assistant	9/3/2024 - 10/7/2024	10/8/2024 - 6/30/2025

NOW, THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent is hereby authorized to approve the above captioned leave of absence during the dates as listed.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-128

**RESOLUTION ACCEPTING THE RESIGNATION NOTICE
OF AN INSTRUCTIONAL ASSISTANT
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official resignation notice from Brittany Foster, Instructional Assistant, Springfield Township School; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above notification of resignation is hereby accepted effective August 30, 2024.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-129

RESOLUTION APPROVING THE APPOINTMENT OF AN INSTRUCTIONAL ASSISTANT FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2024-2025 FISCAL YEAR WHICH TERM IS UNDERSTOOD TO RUN FROM JULY 1, 2024 to JUNE 30, 2025

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

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

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

NAME:	Ashley Wheeler
STEP ON SCALE:	Step 1
ANNUAL LEVEL OF COMPENSATION	$16,777
POSITION CONTROL NUMBER	W-TARC04
FULL TIME / PART TIME:	Part Time (.7037)
EFFECTIVE DATE:	September 1, 2024

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools is directed to notify the individuals above mentioned by August 22, 2024 and that contracts shall be offered and executed for each approved individual.

August 21, 2024

CURRICULUM & TECHNOLOGY

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-130

RESOLUTION APPROVING THE STATEMENT OF ASSURANCES - SECTION 1
DISTRICT PROFESSIONAL DEVELOPMENT PLAN

WHEREAS, the district-level professional development plan (PDP) has been developed in accordance with all regulations as specified in N.J.A.C. 6A:9C-4.2, including, but not limited to, the following:

- The school district PDP provides information on school-level and districtwide professional learning opportunities, the resources being allocated toward their support, and a justification for the expenditures.
- The school district PDP includes any professional development required by statute or regulation.
- School-level professional development plans have been reviewed to inform the district PDP.
- The learning needs of students, teachers, and school leaders have been assessed based on educator evaluation data, school-level plans, and data from school- and district-level performances.
- The school district PDP supports and implements professional learning that addresses the NJ Core Curriculum Content Standards and aligns with the Standards for Professional Learning in N.J.A.C. 6A:9C-3.3 and the Professional Standards for Teachers and the Professional Standards for School Leaders in N.J.A.C. 6A:9-3.
- The school district PDP is reviewed on an annual basis to assess its effectiveness and revised, as necessary, to meet the school district's learning goals for students, teachers, and school leaders.
- The school district PDP has been presented to the district board of education to review for fiscal impact.

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

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-231-131

RESOLUTION APPROVING FIELD TRIPS FOR THE 2024-2025 SCHOOL YEAR

Preschool

Date	Destination	Primary Purpose	Content Area	Standards
October 2024	Johnson's Locust Hall Farm	Explore animals, plants, and pick pumpkins.	Science	Preschool Teaching & Learning Standards: 5.1.1 5.1.2 5.3.1 5.3.2

Kindergarten

Date	Destination	Primary Purpose	Content Area	Standards
October 2024	Russo's Fruit and Vegetable Farm	Explore different types of plants	Science	K-LS1-1 K-ESS2-2 K-ESS3-1
March/April 2025	Philadelphia Zoo	Explore animals and their habitats	Science	K-LS1-1 K-ESS2-2 K-ESS3-1
June 2025	Johnson's Locust Hall Farm	Explore seeds and plants	Science	K-LS1-1 K-ESS2-2 K-ESS3-1

First Grade

Date	Destination	Primary Purpose	Content Area	Standards
October/ November 2024	Franklin Institute	NGSS: Observatory show on space patterns	Science	1-ESS1-1 1-ESS1-2
March/April 2025	Adventure Aquarium	NGSS: explore how animals use different body parts in different ways	Science	1-LS1-1 1-LS1-2 1-LS3-1

Second Grade

Date	Destination	Primary Purpose	Content Area	Standards
November 2024	Franklin Institute	Next generation science	Solids, liquids, and, gasses	2-PS1-1
May/June 2025	Fernbrook Farms	Next Generation science/social studies- consumer/producer	Ecosystems	2-LS2

Third Grade

Date	Destination	Primary Purpose	Content Area	Standards
March 2025	Philadelphia Museum of Art	To explore various art forms in a museum environment	Visual Arts	VA:Re.7.1.3a VA:Re.7.2.3a VA:Cn.11.1.3a
May/June 2025	Poricy Park	Students will understand how living things adapt and change over the years.	Science	3-LS1-1 3-LS2-1 3-ESS3-1 3-PS3-1

Fourth Grade

Date	Destination	Primary Purpose	Content Area	Standards
October 2024	The Churchville Nature Center	Lenape Village	Social Studies	6.1.4.D.1 6.1.4.D.15
May/June 2025	Washington Crossing Park	NJ Studies	Social Studies	6.1.4.D.8 6.1.4.D.4

Fifth Grade

Date	Destination	Primary Purpose	Content Area	Standards
May 2025	Smithville Park	Burlington County History	Social Studies	6.1.8.A.3.b,c,g; 6.1.8.B.3.b; 6.1.8.D.3.g; 6.3.8.D.1
TBD	Joint Base MDL	STARBASE	STEM	6.1.8.A.3.b,c,g; 6.1.8.B.3.b; 6.1.8.D.3.g; 6.3.8.D.1

Sixth Grade

Date	Destination	Primary Purpose	Content Area	Standards
September 2024	Camp Ockanickon	Team Building Activities	Science	2.1
May 2025	New York City American Museum of Natural History	Class Trip	Social Studies	6.1.8.D.4.a 6.1.12.A.13.c 6.1.12.B.14.a
March 2025	Northern Visit	Middle School Course Descriptions		2.1
May 2025	Northern Field Day	Competitive & Team Building Activities with “Sending Districts”		2.1

Student Council

Date	Destination	Primary Purpose	Content Area	Standards
June 2025	Springfield Golf Center	Culminate End of Year Student Council Activities	Student Council	

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-231-132

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	**Lisa Vrettos**		
District Assignment	Administrative Asst. to the BA		
Travel Date(s)	Sept. 25, 26, 27, 2024		
Travel Destination	Cape May, NJ		
Travel Type	Car		
Sponsoring Entity	Joint Insurance Fund		
Event Description	SPELL JIF Joint Retreat		
Funding Source	STF TVL		
Account Series	11-000-223-500-050-280-3		
Registration Fee	NC		
M&IE Allowance	NA		
Mileage Estimate	$88.36		
Tolls & Other Transportation	$7		
Hotel/Motel Rate	NA		
Miscellaneous Exp (Parking)	NA		
TOTAL	$95.36		

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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-231-133

RESOLUTION APPROVING REVISIONS TO THE GRADES K-6 WORLD LANGUAGE CURRICULUM

WHEREAS, The New Jersey Student Learning Standards — World Languages (NJSLS-WL) promotes an acquisition process that is research-based, spiraling and recursive, and aligned to appropriate proficiency targets that are designed to ultimately enable learners to attain Novice High proficiency level or higher, which is a requirement for high school graduation. All students have regular, sequential instruction in one or more world languages beginning in kindergarten and continuing at least through the freshman year of high school; and,

WHEREAS, District Policy 2230 - Curriculum Guides stipulates that all curriculum guides will correlate with the New Jersey Student Learning Standards to ensure pupil mastery of concepts outlined in the New Jersey Department of Education's framework for each area; and,

WHEREAS, unlike other content areas, the NJSLS-WL is benchmarked by *proficiency levels* as shown below. The NJSLS-WL is sequentially organized as a continuum toward higher levels of proficiency. Each proficiency level benchmark includes grade bands: K–2, 3–5, 6–8, and 9–12.

- Novice Low: Students communicate using words and phrases that are memorized and practiced when talking about very familiar topics related to self, family, friends, school and home.
- Novice Mid: Students communicate using memorized words and some phrases to talk about familiar topics related to school, home, and the community.
- Novice High: Students communicate using words, lists, and simple sentences to ask and answer questions, to handle simple transactions related to everyday life, and to talk about subject matter studied in other classes.
- Intermediate Low: Students communicate using simple sentences to ask and answer questions, to handle simple transactions related to everyday life, and to talk about subject matter studied in other classes.
- Intermediate Mid: Students communicate using strings of sentences to ask and answer questions, to handle simple transactions related to everyday life, and to talk about subject matter studied in other classes.
- Intermediate High: Students communicate using connected sentences and paragraphs to handle complicated situations on a wide-range of topics.
- Advanced Low: Students communicate using paragraph-level discourse to handle complicated situations on a wide-range of topics; and,

WHEREAS, the practices are the skills that individuals who leverage their ability to speak multiple languages in their careers use on a regular basis. Curriculum writers and educators will want to consider how they can design learning experiences that will enable their students to develop these skills in conjunction with the skills reflected in the core ideas and performance expectations (ACTFL, 2012)

- Communicate: Communicate effectively in more than one language in order to function in a variety of situations and for multiple purposes.
- Cultures: Learners use the language to investigate, explain, and reflect on the relationship between the practices and perspectives, as well as the products and perspectives, of the cultures studied.
- Connections: Learners use the language to investigate, explain, and reflect on the nature of language through comparisons of the language and cultures studied and their own.

- Comparisons: Develop insight into the nature of language and culture in order to interact with cultural competence.
- Communities: Learners use the language both within and beyond the classroom to interact and collaborate in their community and the globalized world. Learners set goals and reflect on their progress in using languages for enjoyment, enrichment, and advancement; and,

WHEREAS, certain revisions to the district's World Language curriculum are recommended in order to ensure alignment with the New Jersey Student Learning Standards as mandated by the Department of Education and duly monitored as part of the Quality State Accountability Continuum (QSAC) process.

NOW THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the revised World Language curriculum for grades Kindergarten through six is hereby approved.

POLICIES & PROCEDURES

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-134

RESOLUTION APPROVING BOARD OF EDUCATION 2024/2025
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 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors / Assistants	233

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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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-231-135

RESOLUTION APPROVING BOARD OF EDUCATION 2024/2025
POLICY, BYLAWS AND REGULATION REVISIONS
UPON SECOND READING AND ADOPTION

WHEREAS, the procedures shall conform, in all respects, to the bylaws of the Board of Education concerning agenda and meetings. The procedures shall provide a means whereby all interested parties in the school community may submit proposals for additions and amendments to the school district governance manual, and may contribute opinions and information for the Board's consideration; and,

WHEREAS, the policy coordinator shall ascertain any conflicts between proposed and existing policies and bring them to the attention of the Board of Education at the first reading of the draft. Policies may be adopted on second reading by a majority vote of the members of the Board of Education present and voting or may be further revised until consensus is reached; and

WHEREAS, when certain policies indicate that "*the Board of Education shall*" provide or make otherwise available a condition of the policy, it is recognized that in these situations the Board of Education hereby authorizes the Superintendent or his/her designee to execute the function(s) therein; and,

WHEREAS, the following is the **second** reading for approval and adoption of the policies & regulations, which include:

File Code	Name	Alert #
P 0141	Board Member Number & Term	233
P 2200	Curriculum Content	233
P 5350	Student Suicide Prevention	233
P 8420	Emergency & Crisis Situations	233
P 8467	Firearms & Weapons	233
R 5200	Attendance	233
R 8467	Firearms & Weapons	233

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

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-136

RESOLUTION APPROVING THE SCHOOL DISTRICT GOALS FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Springfield Township School District is committed to collaborating with the local, county and state Board of Education, staff, students, parents, and community in the goal of creating a caring and positive environment that encourages each student to develop his or her potential in academic, physical, social, emotional, cultural, and moral aspects; and,

WHEREAS, every day we strive to:

1. Increase achievement by challenging and supporting students to reach their highest potential.
2. Address the needs of the whole child by ensuring all students feel healthy, safe, engaged, supported, and challenged, with opportunities for social/emotional learning and growth.
3. Prepare students with the skills, awareness, and desire to actively contribute as productive citizens, locally and beyond.
4. Provide professional staff with the knowledge, skills, and resources necessary for highly effective delivery of instruction and services; and,

WHEREAS, the following are the articulated goals for the 2024-2025 school year:

Core Goals For Our School District **Ongoing, long-term goals*

Core Goal 1
Through the use of data, maintain a consistent, school-wide approach to ensure we:

- support the foundational literacy and mathematics skills of students;
- identify students needing additional supports that will build on their strengths and target areas of need to ensure academic success while closing achievement gaps; and
- Identify and provide for students who are academically ready for more rigorous curricular opportunities and engagements.

Core Goal 2
Build upon a collaborative environment among educational stakeholders - Board of Education members, administration, faculty, staff, and parents/guardians - to ensure students:

- are functional, skilled readers by third grade; and
- transition from Springfield Elementary School with the necessary knowledge and skills to excel at the middle school level.

Core Goal 3
Provide a learning environment for students and staff that:

- exceeds standards for safety and security;
- cultivates the development of social-emotional learning skills essential for success in aspects of learning and living; and
- values high-quality professional development aligned with the district mission statement.

Core Goal 4
Foster a strategic, forward-thinking mindset in which students are provided with:

- enrichment opportunities beyond the traditional curriculum and classroom;
- instructional technology that fosters collaboration and expanded thinking; and
- activities aligned with career readiness, life literacies, and 21st century skills.

Focus Goal Areas for 2024-25

**Focus Goal: one-year goal to establish priorities and to define specific action with measurable objectives.*

Focus Goal 1

Specific: By the end of the 2024-2025 School Year the district will have successfully developed, documented, and piloted, a comprehensive, efficient, and repeatable change management process for curriculum standards. The process will be curriculum agnostic with revisions to the English Language Arts (ELA) and Mathematics curricula serving as the pilot use cases. This will involve aligning the curriculum with the new standards and ensuring all teaching staff are effectively trained to understand and implement these standards.

Measurable: Success will be measured by:

1. The development and approval of updated curriculum documents that align with the revised NJSLS by September 2024.
2. The completion of professional development workshops aligned with implementation of the NJSLS for ELA and Mathematics for 100% of the K-6 regular and special education teaching staff responsible for instruction in these content areas by March 2025.
3. The development of an informal walkthrough evaluation checklist that allows administration to observe teacher competency in understanding and applying the new standards; bi-monthly progress reports to be completed indicating at least 90% of teachers have demonstrated competency as noted through the walkthrough checklist and classroom observations through May 2025.

Achievable: This goal is achievable with the commitment of the school district's resources, including the leadership of the Supervisor of Curriculum, the scheduling of regular professional development sessions, and provision of ongoing support for teachers through contracted instructional coaches.

Relevant: This goal aligns with the district's mission to provide high-quality education and ensure that students meet rigorous academic standards, preparing them for college and career success.

Time-bound: The goal will be accomplished by the end of the 2024-2025 academic year, with key milestones as follows:

- **August 2024:** Form a task force comprising administrators and teacher representatives to oversee the alignment process.
- **August - September 2024:** Review and revise the curriculum to ensure it aligns with the new ELA and Mathematics standards.
- **September 2024:** Board of Education approval of revised curriculum aligned to the NJSLS-ELA and the NJSLS-Mathematics.
- **September 2024 - March 2025:** Conduct comprehensive professional development workshops for all teaching staff.
- **October 2024 - May 2025:** Monitor and evaluate the implementation through classroom observations and informal walkthrough evaluations, providing additional support as needed.

Implementation Plan:

1. **Task Force Formation (August 2024):**
    - Establish a dedicated team to lead the alignment and implementation process.
    - Include administrators and teacher representatives.
2. **Curriculum Alignment (August - September 2024):**
    - Conduct a thorough review of existing curricula.

    - Identify gaps and areas needing alignment with new standards.
    - Develop and approve the revised curriculum.
3. **Professional Development (September 2024 - March 2025):**
    - Design and schedule a series of training sessions focused on the integration and implementation of the new ELA and Mathematics standards.
    - Ensure all relevant teachers attend and participate in the training sessions.
    - Provide resources and materials to support teachers in understanding and implementing the standards.
4. **Monitoring and Support (October 2024 - May 2025):**
    - Conduct classroom observations to assess the implementation of the new standards.
    - Use a developed walkthrough tool to gauge understanding and application of the standards.
    - Offer additional training or support where needed to ensure successful implementation.

Evaluation:

- Monthly progress reports will be compiled and reviewed by the task force.
- Feedback from teachers will be collected through surveys and focus groups to adjust the training and support as necessary.
- End-of-year evaluations will determine the overall success of the implementation process and identify areas for continuous improvement.

Focus Goal 2

Specific: By the end of the 2024-2025 academic year, the school district will reduce inappropriate behaviors in the classroom, playground, and buses. Activities that are sustainable beyond the 2024-2025 school year and focus on fostering a greater sense of belonging, improving relationship building and enhancing school culture among staff and students will be implemented in conjunction with this goal.

Measurable: Success will be measured by:

1. A 25% reduction in recorded incidents (as documented in the Student Safety Data System) of inappropriate behaviors in the classroom, playground, and buses by the end of the academic year.
2. 100% participation of all faculty and support staff in professional development sessions focusing on positive school culture and relationship building.
3. Conducting four student assemblies (one per quarter) aimed at promoting a positive school culture.
4. Administering biannual surveys to measure the sense of belonging and relationship quality among students and staff, with a target of a 20% improvement in positive responses by the end of the year.

Achievable: This goal is achievable with the commitment of district resources, including scheduling professional development for staff, organizing student assemblies, and employing Kotter's Change Model to guide the process.

Relevant: This goal aligns with the district's mission to create a safe and supportive learning environment where all students and staff feel valued and respected.

Time-bound: The goal will be accomplished by the end of the 2024-2025 academic year, with key milestones as follows:

- **September 2024:** Establish a change leadership team to guide the implementation of initiatives and tasks associated with this goal through Kotter's Change Model.
- **October 2024:** Conduct the first professional development session for staff & the first student assembly; administer first student & staff surveys.

- **January 2025:** Conduct the second student assembly.
- **February 2025:** Conduct the second professional development session.
- **March 2025:** Conduct the third student assembly.
- **May 2025:** Conduct the final professional development session and the final student assembly; administer second student & staff surveys.
- **June 2025:** Evaluate the progress and impact of the initiatives.

Implementation Plan Using Kotter's Change Model:

1. **Create a Sense of Urgency (September 2024):**
    - Share data on current school culture and incidents of inappropriate behavior.
    - Highlight the benefits of a positive school culture for academic and social outcomes.
2. **Form a Powerful Coalition (September 2024):**
    - Establish a change leadership team including administrators, teachers, counselors, and student representatives.
3. **Create a Vision for Change (September - October 2024):**
    - Develop a clear vision and strategic plan for improving school culture, focusing on belonging and relationship building.
4. **Communicate the Vision (October 2024 - June 2025):**
    - Regularly communicate the vision and plan through meetings, newsletters, and assemblies.
    - Ensure consistent messaging to staff, students, and parents.
5. **Remove Obstacles (Ongoing):**
    - Identify and address barriers to creating a positive school culture.
    - Provide support and resources to staff and students as needed.
6. **Create Short-Term Wins (September 2024 - June 2025):**
    - Celebrate successes and milestones, such as reductions in behavior incidents and positive survey feedback.
    - Recognize and reward staff and students who contribute to improving school culture.
7. **Build on the Change (Ongoing):**
    - Use feedback from surveys and observations to refine and enhance the initiatives.
    - Continue to build on successful strategies and introduce new initiatives as needed.
8. **Anchor the Changes in School Culture (June 2025 and Beyond):**
    - Embed the principles and practices of the improved school culture into policies and routines.
    - Ensure ongoing professional development and student engagement activities to maintain and strengthen the positive culture.

Evaluation:

- Track and analyze behavior incident reports monthly to measure reductions in inappropriate behaviors.
- Administer surveys in October 2024 and May 2025 to measure changes in the sense of belonging and relationship quality.
- Conduct regular meetings with the change leadership team to review progress and make necessary adjustments.
- Prepare an end-of-year report summarizing the impact of the initiatives and identifying areas for further improvement.

Focus Goal 3

Specific: By the end of the 2024-2025 academic year, the school district will enhance the use of educational technology among teachers and students. This will involve comprehensive professional development for teachers on both new and current platforms and increased opportunities for students to engage with educational technology across multiple content areas. For students in grades five and six, the goal includes advancing their knowledge of coding, leading to opportunities for them to identify a need and create a response through coding.

Measurable: Success will be measured by:

1. 100% of teachers in grades K - 6 and related arts completing professional development sessions focused on the effective use of educational technology by March 2025.
2. A 20% increase in student engagement with educational technology tools across content areas by the end of the academic year, as measured by usage analytics and student survey feedback.
3. 100% of students in grades five and six demonstrating basic coding skills and creating their own lines of code by the end of the academic year, as assessed through a minimum of two (2) coding projects.

Achievable: This goal is achievable with the commitment of district resources, including scheduling regular professional development sessions for teachers, providing access to necessary technology, and integrating coding into the curriculum for grades five and six.

Relevant: This goal aligns with the district's mission to provide a 21st-century education that prepares students for future academic and career success by developing their computer literacy and technological skills.

Time-bound: The goal will be accomplished by the end of the 2024-2025 academic year, with key milestones as follows:

- **September 2024:** Establish a technology integration team to oversee the initiative.
- **September 2024:** Conduct an initial survey to assess current technology usage, establish training needs, and identify opportunities for increased usage by students.
- **September - December 2024:** Begin professional development sessions for teachers on current and new educational technology platforms.
- **January - March 2025:** Continue professional development and start integrating coding lessons for students in grades five and six.
- **April - June 2025:** Monitor and support the implementation of educational technology in classrooms and evaluate the progress of coding projects.

Implementation Plan:

1. **Establish Technology Integration Team (September 2024):**
    - Form a team of administrators, technology specialists, and teacher leaders to guide the implementation process.
2. **Assess Current Technology Usage (September 2024):**
    - Conduct a survey to evaluate the current use of educational technology by teachers and students.
    - Identify specific training needs and areas for improvement.
3. **Professional Development for Teachers (September 2024 - March 2025):**
    - Schedule and conduct regular training sessions on both new and existing educational technology platforms.
    - Focus on effective integration of technology into various content areas.
    - Provide ongoing support and resources to teachers.

4. **Increase Student Engagement with Technology (Ongoing):**
    - Integrate educational technology tools into daily classroom activities across content areas.
    - Encourage teachers to use technology to enhance student learning and engagement.
    - Provide opportunities for students to use technology for research, projects, and self-monitoring progress across various content areas.
5. **Coding Opportunities for Grades Five and Six (January - June 2025):**
    - Integrate coding opportunities that include lessons on basic coding concepts.
    - Provide hands-on opportunities for students to practice coding skills.
    - Assign coding projects where students create their own lines of code, with assessments to evaluate their progress.
6. **Monitor and Evaluate Progress (Ongoing):**
    - Use analytics tools to track student engagement with educational technology.
    - Collect feedback from teachers and students to assess the effectiveness of the training and technology integration.
    - Conduct regular meetings with the technology integration team to review progress and make necessary adjustments.

Evaluation:

- Track participation and completion rates of professional development sessions for teachers.
- Analyze usage data and student feedback to measure the increase in technology engagement.
- Assess student coding projects to evaluate their understanding and application of coding skills.
- Prepare an end-of-year report summarizing the impact of the initiatives and identifying areas for further improvement.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above cited goals for the 2024-2025 school year are hereby approved.

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FACILITIES, SECURITY, & TRANSPORTATION

August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-137

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 floors, 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 **JULY 2024**:

Date / Time	July 24, 2024 / 10:30 AM
Type of Drill	Fire Drill
Duration of Drill	3 minutes
Weather Conditions	Sunny 90's
Participants	Students (Summer Learning Academy)
Drill Supervisor	J. Ricciani & M. Zaidi

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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-199-138

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
Springfield Recreation	11/1/2024 - 3/30/2025	5:30 PM - 8:30 PM	Rec Basketball	Gymnasium
Home & School Association	9/10/2024 10/8/2024 11/12/2024 1/14/2024 2/11/2024 3/11/2024 4/8/2024 5/13/2024 6/10/2024	6:00 PM - 8:30 PM	Monthly Meetings	Cafeteria
Home & School Association	9/6/2024	1:30 PM - 3:00 PM	Kona Ice Back-to-School	Parking Lot
Home & School Association	10/4/2024	9:00 AM - 6:00 PM	Mums Fundraiser	Parking Lot
Home & School Association	10/18/2024	5:00 PM - 8:30 PM	Trunk-or-Treat	Parking Lot
Home & School Association	12/6/2024 & 12/7/2024	6:00 PM - 9:00 PM 8:00 AM - 2:00 PM	Santa Breakfast & Vendor Blendor	Cafeteria & 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.

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August 21, 2024

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-234-139

RESOLUTION APPROVING THE BUS ROUTES
PURSUANT TO BOARD OF EDUCATION POLICY #8600
FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, Springfield Township Board of Education Policy #8600 provides that the Board of Education approve all bus routes so as to provide safe, economical, and reasonably expeditious transportation for all eligible pupils; and

WHEREAS, the Northern Burlington County Regional High School has submitted the below "Springfield Township School District 2024-2025 Bus Schedule" for Board of Education review and consideration; and

Springfield Township School District 2024-2025 Bus Schedule

Bus #1717		
Contractor: Garden State Transportation		
Stop Description	**Student Count**	**Time**
Northern Burlington HS	0	7:33 AM
Springfield Elementary School	40	8:35 AM
Springfield Elementary School	40	3:20 PM
Garden State Transportation	0	4:20 PM

Bus #24		
Contractor: Northern Burlington School District		
Stop Description	**Student Count**	**Time**
Northern Burlington HS	0	7:50 AM
Springfield Elementary School	53	8:35 AM
Springfield Elementary School	51	3:20 PM
Northern Burlington Bus Garage	0	4:14 PM

Bus #1807		
Contractor: Garden State Transportation		
Stop Description	**Student Count**	**Time**
Northern Burlington HS	0	7:49 AM
Springfield Elementary School	57	8:35 AM
Springfield Elementary School	57	3:20 PM
Garden State Transportation	0	4:41 PM

Bus #1912		
Contractor: Garden State Transportation		
Stop Description	**Student Count**	**Time**
Northern Burlington HS	0	7:40 AM
Springfield Elementary School	44	8:35 AM
Springfield Elementary School	44	3:20 PM
Garden State Transportation	0	4:14 PM

Bus #25		
Contractor: Northern Burlington School District		
Stop Description	**Student Count**	**Time**
Northern Burlington HS	0	7:35 AM
Springfield Elementary School	36	8:35AM
Springfield Elementary School	37	3:20 PM
Northern Burlington Bus Garage	0	4:28 PM