

SPRINGFIELD TOWNSHIP BOARD OF EDUCATION

Wednesday, February 19, 2025

2024-2025 - 050

REGULAR MEETING AGENDA

TIME: 7:00 PM

LOCATION: CAFETERIA

1. CALL TO ORDER

Jennifer Mancini, Board President

Meeting was called to order at: 7:00pm

2. OPEN PUBLIC MEETINGS ACT STATEMENT

Jennifer Mancini, 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

Jennifer Mancini, Board President

4. ROLL CALL

Brielle Neroda, Board Secretary

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

	Staff in Attendance	Present	Late	Absent
1	Mr. Vaughn	X		
2	Miss Neroda	X		

5. SCHOOL & COMMUNITY PRESENTATIONS

Craig Vaughn, Superintendent

- Mr. Vaughn provided an overview of Strauss Esmay

6. COMMITTEE UPDATES

Jennifer Mancini, Board President

Committee	Chair	Committee	Chair
Finance	Mr. Hale	Personnel	Mrs. Drum
Buildings, Grounds, & Transportation	Mrs. Donahue	Negotiations	Mr. Hale

February 19, 2025

Curriculum & Technology	Mr. Roberson	Policy	Ms. Jeronowitz
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Mrs. Drum met with the Personnel committee to discuss resolutions and suggest approval.

Mrs. Jeronowitz met with the Policy committee

Mr. Hale met

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

Jennifer Mancini, 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.

Public Comments: None

8. CORRESPONDENCE

Craig Vaughn, Superintendent

9. SUPERINTENDENT REPORT

Craig Vaughn, Superintendent

UPDATE - Mr. Vaughn provided an update on the following items of note:

- QSAC Update - the County Office of Education conducted its site visit on 2/19 and Mr. Vaughn expects the final report from the DOE by May
- Student Council Bulldog Glow Run - this event will take place on 2/28 and is expected to be the biggest Student Council fundraiser to date; a decision on how to allocate funds for the benefit of students will be made after the conclusion of the event
- H&S Appreciation - Mr. Vaughn publicly thanked the H&S Association for their ongoing support of our school and, in particular, for their recent donations to the staff Super Bowl luncheon

IMPORTANT DATES

- February 21 - Therapy Dog Visitation
- February 28 - Student Council Booster-Thon Event
- March 3 - 7 - Read Across America Week
- March 5 - Northern Burlington Parent Orientation (Fall 2025 Seventh Graders)
- March 6 - Northern Burlington National Honor Society Visitation
- March 6 - Grade Six Northern Burlington Student Orientation
- March 11 - H&S Association Meeting
- March 14 - Therapy Dog Visitation
- March 18 - Trimester Two Report Cards Available via Genesis
- March 19 - Board of Education Meeting
- March 19 - Early Dismissal / Evening Conferences
- March 20 - Early Dismissal / Afternoon Conferences
- March 21 - Early Dismissal / Staff Professional Development

- March 21 - Trimester Two Academic Awards Assembly

10. APPROVAL OF MINUTES

Brielle Neroda, Board Secretary

- **REGULAR MEETING - Wednesday, December 18, 2024**
- **REORGANIZATION MEETING - Tuesday, January 7, 2025**
- **REGULAR MEETING - Wednesday, January 15, 2025**

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker	X		X				
2	Mrs. Donahue					X		
3	Mr. Hale			X				
4	Ms. Jeronowitz			X				
5	Mr. Pedana			X				
6	Mrs. Rincon		X	X				
7	Mr. Roberson						X	
8	Mrs. Drum					X		
9	Mrs. Mancini			X				

Legend: Mtn- Motion; Snd- Second; Y- Yes; N- No; Abn- Abstain; Abs- Absent; Nvt- Not voting

11. SUPERINTENDENT'S REPORT (ENROLLMENT & HIB)

Craig Vaughn, Superintendent

- RESOLUTION #24/25-RM-050-101**
MONTHLY ENROLLMENT REPORT
- RESOLUTION #24/25-RM-050-102**
APPROVE THE MONTHLY HIB REPORT

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker	X		X				
2	Mrs. Donahue			X				
3	Mr. Hale			X				
4	Ms. Jeronowitz		X	X				
5	Mr. Pedana			X				
6	Mrs. Rincon			X				
7	Mr. Roberson						X	
8	Mrs. Drum			X				
9	Mrs. Mancini			X				

Legend: Mtn- Motion; Snd- Second; Y- Yes; N- No; Abn- Abstain; Abs- Absent; Nvt- Not voting

12. CONTRACT ADMINISTRATION

Craig Vaughn, Superintendent

- RESOLUTION #24/25-RM-050-103**
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICE AGREEMENT FOR A SCHOOL HEALTH INSURANCE FUND RENEWAL
- RESOLUTION #24/25-RM-050-104**
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICE AGREEMENT FOR A BENEFITS ADVISOR

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker			X				

2	Mrs. Donahue		X	X				
3	Mr. Hale			X				
4	Ms. Jeronowitz			X				
5	Mr. Pedana			X				
6	Mrs. Rincon	X		X				
7	Mr. Roberson						X	
8	Mrs. Drum			X				
9	Mrs. Mancini			X				

Legend: Mtn- Motion; Snd- Second; Y- Yes; N- No; Abn- Abstain; Abs- Absent; Nvt- Not voting

13. FINANCE & BUDGET

Craig Vaughn, Superintendent

- a) **RESOLUTION #24/25-RM-050-105**
APPROVE ANTICIPATED REVENUE REPORT
- b) **RESOLUTION #24/25-RM-050-106**
CERTIFY REMITTANCE TO PURCHASE ORDERS
- c) **RESOLUTION #24/25-RM-050-107**
CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%
- d) **RESOLUTION #24/25-RM-050-108**
CERTIFY EWEG REIMBURSEMENT REQUESTS
- e) **RESOLUTION #24/25-RM-050-109**
APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
- f) **RESOLUTION #24/25-RM-050-110**
MONTHLY CERTIFICATION LINE ITEM STATUS REPORT
- g) **RESOLUTION #24/25-RM-050-111**
RATIFY TRANSFER OF FUNDS
- h) **RESOLUTION #24/25-RM-050-112**
APPROVE MONTHLY BILL LIST
- i) **RESOLUTION #24/25-RM-050-113**
APPROVE BOARD SECRETARY'S REPORT
- j) **RESOLUTION #24/25-RM-050-114**
APPROVE TREASURER'S REPORT
- k) **RESOLUTION #24/25-RM-050-115**
APPROVE SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) WAIVER

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker			X				
2	Mrs. Donahue			X				
3	Mr. Hale			X				
4	Ms. Jeronowitz	X		X				
5	Mr. Pedana			X				
6	Mrs. Rincon		X	X				
7	Mr. Roberson						X	
8	Mrs. Drum			X				
9	Mrs. Mancini			X				

Legend: Mtn- Motion; Snd- Second; Y- Yes; N- No; Abn- Abstain; Abs- Absent; Nvt- Not voting

14. PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

- a) **RESOLUTION #24/25-RM-050-116**
APPROVE A LEAVE OF ABSENCE
- b) **RESOLUTION #24/25-RM-050-117**
APPROVE A LEAVE OF ABSENCE
- c) **RESOLUTION #24/25-RM-050-118**

- APPROVE A SCHOOL HEALTH INSURANCE FUND COMMISSIONER AND ALTERNATE
- d) **RESOLUTION #24/25-RM-050-119**
APPOINTMENT OF AN INSTRUCTIONAL ASSISTANT
 - e) **RESOLUTION #24/25-RM-050-120**
APPOINTMENT OF AN INSTRUCTIONAL ASSISTANT
 - f) **RESOLUTION #24/25-RM-050-121**
AMENDING AN EMPLOYEE STATUS & COMPENSATION
 - g) **RESOLUTION #24/25-RM-050-122**
APPROVE SUBSTITUTE EMPLOYEES FOR THE 2024-25 SCHOOL YEAR

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker			X				
2	Mrs. Donahue			X				
3	Mr. Hale	X		X				
4	Ms. Jeronowitz			X				
5	Mr. Pedana			X				
6	Mrs. Rincon			X				
7	Mr. Roberson						X	
8	Mrs. Drum		X	X				
9	Mrs. Mancini			X				

Legend: Mtn- Motion; Snd- Second; Y- Yes; N- No; Abn- Abstain; Abs- Absent; Nvt- Not voting

15. CURRICULUM & TECHNOLOGY

Craig Vaughn, Superintendent

16. POLICIES & PROCEDURES

Craig Vaughn, Superintendent

a) RESOLUTION #24/25-RM-050-123

APPROVE AMENDMENTS UPON FIRST READING & INTRODUCTION

b) RESOLUTION #24/25-RM-050-124

APPROVE ANNUAL SCHOOL CALENDAR FOR THE 2025-2026 SCHOOL YEAR

c) RESOLUTION #24/25-RM-050-125

APPROVE SUBMISSION OF A RECREATIONAL IMPROVEMENT GRANT

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker			X				
2	Mrs. Donahue	X		X				
3	Mr. Hale			X				
4	Ms. Jeronowitz		X	X				
5	Mr. Pedana			X				
6	Mrs. Rincon			X				
7	Mr. Roberson						X	
8	Mrs. Drum			X				
9	Mrs. Mancini			X				

Legend: Mtn- Motion; Snd- Second; Y- Yes; N- No; Abn- Abstain; Abs- Absent; Nvt- Not voting

17. FACILITIES, SECURITY, & TRANSPORTATION

Craig Vaughn, Superintendent

a) RESOLUTION #24/25-RM-050-126

APPROVE MONTHLY FIRE & SECURITY DRILLS

b) RESOLUTION #24/25-RM-050-127

APPROVE USE OF FACILITIES REQUESTS

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker	X		X				
2	Mrs. Donahue			X				
3	Mr. Hale			X				
4	Ms. Jeronowitz		X	X				
5	Mr. Pedana			X				
6	Mrs. Rincon			X				
7	Mr. Roberson						X	

8	Mrs. Drum			X				
9	Mrs. Mancini			X				

Legend: Mtn- Motion; Snd- Second; Y- Yes; N- No; Abn- Abstain; Abs- Absent; Nvt- Not voting

18. BOARD FORUM

Jennifer Mancini, Board President

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

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

Jennifer Mancini, Board President

Public Comments: None

20. ADJOURNMENT

Jennifer Mancini, Board President

Motion: Mrs. Drum

Second: Mrs. Rincon

Meeting was adjourned at: 7:46pm

SUPERINTENDENT'S REPORT

February 19, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-050-101

**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JANUARY 2025**

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 <u>January 31, 2025</u>	Difference
11-105-100-101-101-105	Pre-School Regular	17	21	+4
11-110-100-101-101-110	Kindergarten	31	44	+13
11-120-100-101-101-401	First Grade	35	30	-5
11-120-100-101-101-402	Second Grade	45	36	-9
11-120-100-101-101-403	Third Grade	32	47	+15
11-120-100-101-101-404	Fourth Grade	39	34	-5
11-120-100-101-101-405	Fifth Grade	38	38	N/C
11-130-100-101-101-406	Sixth Grade	37	37	N/C
11-212-100-101-101-100	Multiple Disabled	13	9	-4
11-215-100-101-101-100	Preschool Disabled PT	5	5	N/C
11-000-100-56X-60X-XXX	Out-of-District Placement	1	1	N/C
	TOTAL	293	302	+9

February 19, 2025

Month	Enrollment	Monthly Change
June 2024	293	
July 2024	295	+2
August 2024	300	+5
September 2024	297	-3
October 2024	297	0
November 2024	297	0
December 2024	302	+5
January 2025	302	0
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.

February 19, 2025

RESOLUTION #24/25-RM-050-102

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE TIME PERIOD OF JANUARY 16, 2025 TO FEBRUARY 19, 2025
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 **JANUARY 16, 2025 TO FEBRUARY 19, 2025**:

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

CONTRACT ADMINISTRATION

February 19, 2025

RESOLUTION #24/25-RM-050-103

RESOLUTION AUTHORIZING THE PRESIDENT AND THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT TO RENEW THE SCHOOL HEALTH INSURANCE FUND

WHEREAS, a number of school boards in the State of New Jersey have joined together to form the SCHOOLS HEALTH INSURANCE FUND hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

WHEREAS, the governing body of Springfield Township Public School District, hereinafter referred to as the "BOARD" has determined that membership in the SHIF is in the best interest of said BOARD.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the BOARD hereby agrees as follows:

- i. BOARD shall become a member of the SHIF for the period outlined in the BOARD's Indemnity and Trust Agreement.
- ii. BOARD will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.
- iii. BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. BOARD shall execute an application for membership and any accompanying certifications.
- v. BOARD agrees to commit to the four principles of the SHIF which are:
 - a.) A long term philosophy on rates.
 - b.) A willingness to work with bargaining units to achieve plan design changes.
 - c.) Professional management with stability and commitment.
 - d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED that the governing body of the BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the BOARD by the SHIF.
- li. Receipt by the SHIF of a Resolution from the BOARD accepting BOARD's SHIF assessment.
- lii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of BOARD as a member of the SHIF.

RESOLUTION #24/25-RM-050-104

RESOLUTION AUTHORIZING THE PRESIDENT AND THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR AN EMPLOYEE BENEFITS ADVISOR

WHEREAS, the Board of Education of Springfield Township (hereinafter the "Board") seeks to secure professional services for employee benefits advisory and brokerage services to ensure effective management of employee benefits programs; and

WHEREAS, Brown & Brown has demonstrated expertise in employee benefits consulting, brokerage, and advisory services, and possesses the necessary qualifications and experience to assist the District in achieving its objectives; and

WHEREAS, the Board has determined that it is in the best interest of the District to enter into a services agreement with Brown & Brown to serve as the District's employee benefits advisor and broker; and

WHEREAS, the proposed agreement has been reviewed and is in compliance with all applicable laws and regulations, including any required procurement processes;

NOW, THEREFORE, BE IT RESOLVED, by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, hereby approves and authorizes the execution of a services agreement with Brown & Brown for the provision of employee benefits advisory and brokerage services under the terms and conditions set forth in the agreement; and

BE IT FURTHER RESOLVED, that the Board President, Superintendent, and/or Business Administrator are authorized to execute any necessary documents to effectuate the agreement.

FINANCE & BUDGET

February 19, 2025

RESOLUTION #24/25-RM-050-105

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF JANUARY 2025 PURSUANT TO N.J.A.C. 6:23-2.11(c)2**

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

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

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

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following JANUARY 2025 changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

Brielle Neroda
Board Secretary

RESOLUTION #24/25-RM-050-106

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 JANUARY 2025

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, Genesis, 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 JANUARY 2025 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.

RESOLUTION #24/25-RM-050-107

RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF JANUARY 2025
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, Genesis 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 JANUARY 2025 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.

RESOLUTION #24/25-RM-050-108

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS FOR THE MONTH ENDING JANUARY 2025

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 JANUARY 2025 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**".

RESOLUTION #24/25-RM-050-109

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

RESOLUTION #24/25-RM-050-110

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

FOR THE MONTH OF JANUARY 2025

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

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

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

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

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

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

Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of JANUARY 2025 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.

RESOLUTION #24/25-RM-050-111

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR JANUARY 2025,
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 **JANUARY 2025**, 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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION
RESOLUTION #24/25-RM-050-112

**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 **JANUARY 15, 2025 TO FEBRUARY 19, 2025** (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.

February 19, 2025

RESOLUTION #24/25-RM-050-113

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

RESOLUTION #24/25-RM-050-114

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR JANUARY 2025
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 JANUARY 2025 Report of the Treasurer of School Monies is hereby accepted and approved.

RESOLUTION #24/25-RM-050-115

**RESOLUTION AUTHORIZING THE BUSINESS ADMINISTRATOR
TO SUBMIT A FORMAL WRITTEN REQUEST FOR A SEMI WAIVER
TO THE BURLINGTON COUNTY EXECUTIVE COUNTY SUPERINTENDENT
PURSUANT TO N.J.A.C. 6A:23A-5.3**

WHEREAS, New Jersey Department of Education (hereinafter "NJDOE") Accountability Regulations, N.J.A.C. 6A:23A-5.3, require every school district and county vocational school district, *with the exception of any district that obtains a waiver*, to take appropriate steps to maximize participation in the Special Education Medicaid Initiative (hereinafter "SEMI") by following the policies and procedures and to comply with all program requirements; and

WHEREAS, school districts projected to have more than forty (40) Medicaid Eligible/Special Education students for the FY24 school year must participate in the SEMI program These districts must include the district budgeted revenue projection in the FY24 district budget; and

WHEREAS, school districts that are eligible for a SEMI waiver, including those with a projection revenue of \$0, are required to submit a formal written request accompanied by a board resolution to the Executive County Superintendent in order to be exempt from the SEMI program requirements; and

WHEREAS, the FY2024-2025 Medicaid-Eligible/Special Education Student Count, as issued by the NJDOE, is thirteen (13) students; and

WHEREAS, the count of thirteen (13) students renders the Springfield Township School District eligible for a SEMI waiver; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the Interim Business Administrator is authorized to submit a formal written request, to the Burlington County Executive County Superintendent, for a waiver of SEMI requirements.

PERSONNEL & NEGOTIATIONS

February 19, 2025

RESOLUTION #24/25-RM-050-116

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 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. 3435. 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)
Natalie Weeks	Teacher	NA	2/10/25 - 6/30/25

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.

RESOLUTION #24/25-RM-050-117

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)
Emily Young	Speech Language Specialist	4/29/2025 - 5/7/2025	5/8/2025 - 11/21/2025

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.

RESOLUTION #24/25-RM-050-118

RESOLUTION APPROVING A SCHOOL HEALTH INSURANCE FUND COMMISSIONER AND ALTERNATE COMMISSIONER

WHEREAS, the Board of Education of Springfield Township participates in the School Health Insurance Fund, to provide health insurance benefits to its employees; and

WHEREAS, it is necessary to appoint a Fund Commissioner to act as the official representative of the Board of Education to oversee the operations and financial management of the health insurance fund on behalf of the district; and

WHEREAS, the role of the Fund Commissioner includes attending meetings, voting on behalf of the district, and ensuring compliance with fund requirements and regulations;

NOW THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Danielle Tarvin-Griffith be and is hereby appointed as Fund Commissioner to the Schools Health Insurance Fund, effective February 20, 2025 to represent the Springfield Township Board of Education; and

BE IT FURTHER RESOLVED that Brielle Neroda be and is hereby appointed as Alternate Fund Commissioner to the Schools Health Insurance Fund effective February 20, 2025.

RESOLUTION #24/25-RM-050-119

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 following recommendation is being made by the Superintendent of Schools:

NAME:	Deborah Adams
ANNUAL LEVEL OF COMPENSATION	\$16,777
POSITION CONTROL NUMBER	W-TARC03
FULL TIME / PART TIME:	Part Time (.7037)
EFFECTIVE DATE:	February 3, 2025

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 February 20, 2025 and that contracts shall be offered and executed for each approved individual.

February 19, 2025

RESOLUTION #24/25-RM-050-120

**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 a scheduling need identified by the Superintendent; and

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

NAME:	Lawrence McHugh
ANNUAL LEVEL OF COMPENSATION	\$16,777
POSITION CONTROL NUMBER	W-TARC04
FULL TIME / PART TIME:	Part Time (.7037)
EFFECTIVE DATE:	February 20, 2025

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 February 20, 2025 and that contracts shall be offered and executed for each approved individual.

RESOLUTION #24/25-RM-262-121

**RESOLUTION APPROVING A CHANGE OF HOURS & COMPENSATION OF A 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, the Board of Education recognizes the need to ensure continuity of instruction and maintain educational excellence in the absence of an incumbent teacher who has taken a leave of absence; and

WHEREAS, Dan Tepel has been identified as a qualified and capable educator to assume full-time responsibilities during the duration of the leave of absence; and

WHEREAS, Dan Tepel is currently employed in a part-time capacity, and it is necessary to amend his employment status from part-time to full-time to fulfill the instructional needs of the district; and

WHEREAS, the adjustment in employment status necessitates a corresponding salary increase commensurate with full-time employment as per the negotiated agreement between the Board of Education and the Springfield Township Education Association; and

WHEREAS, the Superintendent has recommended the following adjustment in hours and compensation;

NAME:	Dan Tepel	
STEP ON SCALE:	BA Step 1A	
EMPLOYMENT STATUS	FROM: Part Time (.5)	TO: Full Time
ANNUAL LEVEL OF COMPENSATION	FROM: \$28,740	TO: \$57,480
POSITION CONTROL NUMBER	V-ET5003	
EFFECTIVE DATE:	February 10, 2025	

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby approves the amendment of employment status for Dan Tepel from part-time to full-time, effective February 10, 2025 through June 30, 2025 at a prorated annual salary of \$57,480, in accordance with the district's salary guide; and

BE IT FURTHER RESOLVED that the Board of Education authorizes the Superintendent and Business Administrator to take all necessary actions to formalize this employment status change, including updating personnel records and payroll adjustments.

February 19, 2025

RESOLUTION #24/25-RM-262-122

**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
	Allison Timashev			

; 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.

CURRICULUM & TECHNOLOGY

February 19, 2025

POLICIES & PROCEDURES

February 19, 2025

RESOLUTION #24/25-RM-050-123

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 1310	Employment of School Business Administrator	NA
P 1320	Duties of School Business Administrator	NA
P 1320.01	Duties of Board of Education Secretary	NA
P 5111	Eligibility of Resident / Nonresident Students	234
P 5512	Harassment, Intimidation, or Bullying	234
P & R 5516	Use of Electronic Communication Devices	234
P & R 5533	Student Smoking	234
P 5710	Student Grievance	234
P & R 7441	Electronic Surveillance in School Buildings & On School Grounds	234
P & R 9320	Cooperation with Law Enforcement Agencies	234

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**.

RESOLUTION #24/25-RM-050-124

**RESOLUTION APPROVING THE 2025-2026 SCHOOL CALENDAR
PURSUANT TO POLICY 8210 AND ARTICLE III, SECTION B OF THE AGREEMENT BETWEEN
THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION AND
THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION**

WHEREAS, the Board of Education recognizes that the preparation of a school calendar is essential to orderly educational planning and to the efficient operation of the district; and

WHEREAS, the Board shall determine annually the days when the school will be in session for instructional purposes. The school calendar will provide no fewer than one hundred eighty days of instruction. Days on which school is closed for holidays, teachers' institutes, and inclement weather shall not be considered as days in session; and

WHEREAS, a school day shall consist of not less than four hours of actual instruction, except that in an approved Kindergarten, one continuous session of two and one half hours may be considered a full day. A half-day class shall be considered the equivalent of a full day's attendance only if the class is in session for four hours or more, exclusive of recess periods or lunch periods; and

WHEREAS, an approved Kindergarten shall meet the requirements set forth in N.J.A.C. 6A:32-8.3(c) ; and

WHEREAS, the Commissioner of Education shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse pupils for religious observance upon the written request signed by the parent or person standing in loco parentis. Staff members shall avoid, whenever possible, scheduling a test on a religious holiday commonly observed by residents of the district; and

WHEREAS, the Superintendent shall in consultation with local associations, annually prepare and submit to the Board a school calendar no later than May 1. The Board reserves the right to alter the school calendar when such alteration is feasible and serves the best interests of the pupils of this district; and

WHEREAS, ARTICLE III, Work Year/Work Day/Work Hours – Support Staff, Section A. provides that "Staff will be notified by the end of the school year of the calendar for the upcoming school year comprising the 182 working days."

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the attached submitted **2025-2026** calendar is hereby approved.

RESOLUTION #24/25-RM-050-125

RESOLUTION APPROVING THE SUBMISSION OF AN APPLICATION FOR THE DIVISION OF LOCAL GOVERNMENT SERVICES / DEPARTMENT OF COMMUNITY AFFAIRS LOCAL RECREATION IMPROVEMENT GRANT

WHEREAS, the Local Recreation Improvement Grant is a competitive grant that supports improvement and repair of public school recreational facilities including local parks, municipal recreation centers, and local stadiums; and,

WHEREAS, grant funds will be allocated to each grant recipient to help cover costs associated with updating community centers, playgrounds, pools, fields, walking or bicycle trails, rail trails, multi-sport courts, and recreational facilities; project development professional services costs; equipment costs including playground and recreation facilities equipment; and environmental remediation costs required to prepare recreation sites for use; and,

WHEREAS, the Local Recreation Improvement Grant exists to:

- Fund improvements to recreational facilities.
- Provide quality outdoor recreational space to underserved communities.
- Assist local units in achieving unmet recreational obligations.
- Equipment (example: cost of playgrounds or stadium or community theatre bleachers).
- Remediation costs associated with preparing recreation sites for use.
- Other directly related costs; and,

WHEREAS, the Board of Education of the Springfield Township School District desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for \$102,140.00 to carry out a project to create a ¼ mile long greenway / walking trail that will expand opportunities for students during the school day, encourage engaging learning activities that help connect students to the environment, and also foster greater community engagement and collaboration.

NOW, THEREFORE BE IT RESOLVED, 1) by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that does hereby authorize the application for such a grant; and, 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Springfield Township School District and the New Jersey Department of Community Affairs; and,

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

(signature)
Craig Vaughn

(type or print name)
Superintendent

(title)

(signature)
Danielle Tarvin-Griffith

(type or print name)
Business Administrator

(title)

CERTIFICATION: I, Danielle Tarvin-Griffith, the School Business Administrator of the Springfield Township School District hereby certify that at a meeting of the Board of Education held on February 19, 2025 the above RESOLUTION was duly adopted.

NOTARY SEAL

Danielle Tarvin-Griffith, School Business Administrator

February 19, 2025

FACILITIES, SECURITY, & TRANSPORTATION

February 19, 2025

RESOLUTION #24/25-RM-050-126

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

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

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

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

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

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

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

WHEREAS, the following is a summary table of the fire and school security drills recently conducted in the School District during the months of **JANUARY 2024**:

Date / Time	January 10, 2025 9:38 AM	January 29, 2025 2:44 PM
Type of Drill	Shelter In Place/Bomb Threat	Fire Drill
Duration of Drill	10:10	2:55
Weather Conditions	29* Cloudy	51* Sunny
Participants	Staff/Students	Staff/Students
Drill Supervisor	Craig Vaughn	Craig Vaughn

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

RESOLUTION #24/25-RM-050-127

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
H&S Association	3/8/25	2:00 PM - 7:00 PM	Someone Special Dance	Cafeteria
H&S Association	4/11/25	5:30 PM - 8:30 PM	Bunny Bingo	Cafeteria
Northern Burlington Soccer Club	2/15/25	3:30 PM - 7:00 PM	Soccer Training	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.
