SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Wednesday, June 11, 2025
2024-2025 - 162

REGULAR MEETING AGENDA

TIME: 7:00 PM **LOCATION: CAFETERIA**

1. CALL TO ORDER
Jennifer Mancini, Board President

The 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

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
Curriculum & Technology	Mr. Roberson	Policy	Ms. Jeronowitz

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.

- Mr. Joseph Bucs raised questions regarding the agenda and resolutions concerning deposits into the district's Capital and Maintenance Reserve accounts.

8. CORRESPONDENCE
Craig Vaughn, Superintendent

- Letter of Resignation- 5th grade teacher

9. SUPERINTENDENT REPORT
Craig Vaughn, Superintendent

UPDATE
- 6th Grade Graduation- Monday 6/16 @6PM
- Drama Club Performances- Suessical Thurs.-Sat. 3 shows
- End-of-the-Year Highlights- Kindergarten EOY celebration, PK-4 graduation, NB Senior walk, Field day and High Five pizza party
- Summer 2025 Activities- Camps running from June 30- July 24 Mon-Thurs

IMPORTANT DATES
- June 12 - Kindergarten End-of-the-Year Celebration
- June 14 - Flag Day
- June 16 - Grade Six Promotion Ceremony
- June 17 - Last Day of School
- June 30 - July 17 - Extended School Year
- July 14 - July 17 - Summer Camp Session One
- July 16 - BOE Meeting
- July 21 - July 24 - Summer Camp Session Two
- August 7 - Springfield Community Night Out
- August 20 - BOE Meeting
- September 1 - Labor Day
- September 2 - Staff Orientation / Professional Development
- September 3 - First Day of School for Students
- September 16 - Back to School Night
- September 17 - BOE Meeting

10. APPROVAL OF MINUTES
Brielle Neroda, Board Secretary

- **REGULAR MEETING - Wednesday, May 21, 2025**

	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	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

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

a) **RESOLUTION #24/25-RM-162-101**
MONTHLY ENROLLMENT REPORT
b) **RESOLUTION #24/25-RM-162-102**
APPROVE THE MONTHLY HIB REPORT

	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

12. CONTRACT ADMINISTRATION
Craig Vaughn, Superintendent

a) **RESOLUTION #24/25-RM-162-103**
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICES CONTRACT RENEWAL FOR AN AUDITOR
b) **RESOLUTION #24/25-RM-162-104**
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE AN INDEMNITY AND TRUST AGREEMENT WITH THE JOINT INSURANCE FUND

	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	
7	Mr. Roberson	X		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-162-105
APPROVE ANTICIPATED REVENUE REPORT

b) RESOLUTION #24/25-RM-162-106
CERTIFY REMITTANCE TO PURCHASE ORDERS

c) RESOLUTION #24/25-RM-162-107
CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%

d) RESOLUTION #24/25-RM-162-108
CERTIFY EWEG REIMBURSEMENT REQUESTS

e) RESOLUTION #24/25-RM-162-109
APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

f) RESOLUTION #24/25-RM-162-110
MONTHLY CERTIFICATION LINE ITEM STATUS REPORT

g) RESOLUTION #24/25-RM-162-111
RATIFY TRANSFER OF FUNDS

h) RESOLUTION #24/25-RM-162-112
APPROVE MONTHLY BILL LIST

i) RESOLUTION #24/25-RM-162-113
APPROVE BOARD SECRETARY'S REPORT

j) RESOLUTION #24/25-RM-162-114
APPROVE TREASURER'S REPORT

k) RESOLUTION #24/25-RM-162-115
AUTHORIZE DEPOSIT INTO MAINTENANCE RESERVE ACCOUNT

l) RESOLUTION #24/25-RM-162-116
AUTHORIZE DEPOSIT INTO CAPITAL RESERVE ACCOUNT

m) RESOLUTION #24/25-RM-162-117
AUTHORIZING PAYMENT OF A PREMIUM CONTRIBUTION TO THE BURLINGTON COUNTY JOINT INSURANCE FUND

n) RESOLUTION #24/25-RM-162-118
APPROVE SUBMISSION OF A GRANT APPLICATION

o) RESOLUTION #24/25-RM-162-119
ACCEPTING GRANT FUNDS

p) RESOLUTION #24/25-RM-162-120
APPROVE A FUND SURPLUS DISTRIBUTION - All in favor to forward funds to next bill motioned by Mr.Hale.

	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	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

14. PERSONNEL & NEGOTIATIONS
Craig Vaughn, Superintendent

a) RESOLUTION #24/25-RM-162-121
APPROVE PAYMENT FOR MENTOR & ADVISOR/COORDINATOR STIPENDS
b) RESOLUTION #24/25-RM-162-122
APPROVE SUMMER CURRICULUM WRITING & CST CASE MANAGEMENT
c) RESOLUTION #24/25-RM-162-123
APPROVE A DEAN OF STUDENTS & AUTHORIZE STIPEND AMOUNT
d) RESOLUTION #24/25-RM-162-124
APPOINT SUBSTITUTE POSITIONS FOR THE 2025-26 SCHOOL YEAR
e) RESOLUTION #24/25-RM-162-125
APPROVE STAFF & AUTHORIZE PAYMENT FOR EXTENDED SCHOOL YEAR PROGRAM
h) RESOLUTION #24/25-RM-162-126
APPROVE STAFF & AUTHORIZE PAYMENT FOR SUMMER CAMP
i) RESOLUTION #24/25-RM-162-127
AUTHORIZING PAYMENT OF EARNED SICK LEAVE
j) RESOLUTION #24/25-RM-162-128
APPROVE TRANSFER OF PERSONNEL
k) RESOLUTION #24/25-RM-162-129
APPROVE STAFF & PAYMENT FOR STUDENT ORIENTATION
l) RESOLUTION #24/25-RM-162-130
ACCEPTING AN EMPLOYEE RESIGNATION

	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	
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

a) RESOLUTION #24/25-RM-162-131
APPROVE THE FY25-26 CHAPTER 27 REMOTE INSTRUCTION PLAN

	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		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

16. POLICIES & PROCEDURES
Craig Vaughn, Superintendent

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

a) **RESOLUTION #24/25-RM-162-132**
APPROVE MONTHLY FIRE & SECURITY DRILLS
b) **RESOLUTION #24/25-RM-041-133**
CERTIFY SCHOOL BUS EMERGENCY DRILLS 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		X				
3	Mr. Hale			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

18. BOARD FORUM
Jennifer Mancini, Board President

- **UNFINISHED BUSINESS**
  - Mrs. Mancini reminded the Board that the Superintendent evaluation deadline is 6/15

- **NEW BUSINESS**
  - The Board discussed family provided school supplies and agreed not to exceed a $10 list sent home to parents. It was also suggested that a donation box be set up for any families wishing to provide additional items for students in need.

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

- Mr. Joseph Bucs commented that he was speaking as a private citizen and not representative of the Northern Burlington Regional School District's Board of Education (of which he is a member). Mr. Bucs shared that the Superintendent evaluation through NJSBA has improved and should be much easier to navigate. Mr. Bucs also asked that the Board be mindful of scheduling meetings that conflict with Town Council meetings. Mr. Bucs also shared his concerns regarding asking families to provide supplies and his empathy with the position the Board is in due to school funding.

20. ADJOURNMENT
Jennifer Mancini, Board President

Motion- Mr.Hale
Second- Mrs.Drum

The meeting was adjourned at 7:45PM

SUPERINTENDENT'S REPORT

June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-101

RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF MAY 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 **May 30, 2025**	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	33	-6
11-120-100-101-101-405	Fifth Grade	38	38	N/C
11-130-100-101-101-406	Sixth Grade	37	36	-1
11-212-100-101-101-100	Multiple Disabled	13	8	-5
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**	**299**	**+6**

June 11, 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	302	0
March 2025	299	-3
April 2025	299	0
May 2025	299	0
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.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-102

RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT FOR THE TIME PERIOD OF MAY 22, 2025 TO JUNE 11, 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 **MAY 22, 2025 TO JUNE 11, 2025**:

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

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June 11, 2025

CONTRACT ADMINISTRATION

June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-103

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 Barre & Company, LLC, 2204 Morris Avenue, Suite 206 Union, New Jersey 07083, in an amount not-to-exceed **twenty-four thousand four hundred dollars ($24,400)** if the firm is required to do the preparation for the Comprehensive Annual Financial Report (CAFR) for the Year Ending **June 30, 2025**; 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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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-104

RESOLUTION AUTHORIZING AN INDEMNITY AND TRUST AGREEMENT BETWEEN THE BURLINGTON COUNTY INSURANCE POOL JOINT INSURANCE FUND AND THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION

WHEREAS, several school districts have collectively formed a joint insurance fund as such an entity is authorized and described in N.J.S.A. 18A:18B-1 et. seq.; and

WHEREAS, the Board has agreed to become a member of the JIF in accordance with and to the extent provided for in the Bylaws of the JIF and in consideration of such obligations and benefits to be shared by the membership of the JIF;

NOW, THEREFORE, it is agreed as follows:

1. The Board, upon entering the JIF, accepts the JIF's Bylaws as may be approved and adopted and agrees to be bound by and to accept and to comply with each and every provision of the JIF's Bylaws and applicable statutes and/or administrative regulations pertaining to same.

2. The Board agrees to participate in the JIF with respect to the types of insurance listed in the Board's "Resolution To Renew Membership".

3. The Board agrees to become a member of the JIF for a period not to exceed three (3) years, the commencement of which shall coincide with the effective date of the "Resolution To Renew Membership."

4. The Board certifies that it has never defaulted on any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two (2) years prior to the date hereof.

5. In consideration of membership in the JIF, the Board agrees that it shall jointly and severally assume and discharge the liability of each and every member of the JIF all of whom, as a condition of membership in the JIF, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the Board is pledged to the punctual payment of any sums which shall become due to the JIF in accordance with the Bylaws thereof, this Agreement or any applicable statutes and/or regulations. However, nothing herein shall be construed as an obligation of the Board for claims and expenses that are not covered by the JIF, or for that portion of any claims or liability which exceeds the JIF's limits of coverage.

6. If the JIF, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Board agrees to reimburse the JIF for all such reasonable expenses, fees and costs on demand.

7. The Board and the JIF agree that the JIF shall hold all monies paid by the Board to the JIF as fiduciaries for the benefit of JIF claimants all in accordance with applicable statutes and/or regulations.

8. The JIF shall maintain a trust account as defined in the Bylaws and in accordance with N.J.A.C. 4:15-4.6 et seq. for the following categories of risk and liability:

1. Workers' Compensation and Employers' Liability
2. General Liability and Automobile Liability
3. Educator's Legal Liability, including Employment Practices Liability
4. Property Insurance, including Automobile Physical Damage

5. Employee Dishonesty (Crime) Insurance
6. Boiler & Machinery/Equipment Breakdown
7. Cyber Liability
8. Pollution and Mold Legal Liability
9. Crisis Protection Program
10. Unmanned Aerial Systems Liability

The JIF shall maintain its trust account solely for the payment of claims, allocated claim expense and primary, excess and/or reinsurance premiums for each such risk or liability or as "surplus" as such term is defined by applicable state statute and/or administrative code(s).

9. Each Board who shall become a member of the JIF shall be obligated to execute this Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Indemnity and Trust Agreement is hereby approved.

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FINANCE & BUDGET

June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-105

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF MAY 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.

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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 **MAY 2025** changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

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Brielle Neroda
Board Secretary

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-106

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 MAY 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 **MAY 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.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-107

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

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-108

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING MAY 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 **MAY 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".**

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-109

RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES AS OF MAY 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 **MAY 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.

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-110

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

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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 **MAY 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.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-111

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

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-112

**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 **MAY 22, 2025 TO JUNE 11, 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.

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-113

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

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-114

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

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-115

RESOLUTION AUTHORIZING THE DEPOSIT OF FUNDS
INTO THE MAINTENANCE RESERVE ACCOUNT
PURSUANT TO N.J.A.C. 6A:23A-14-2

WHEREAS, N.J.A.C. 6A:23A-14.2 (a), Maintenance Reserve, "that a district board of education shall establish, by resolution, a maintenance reserve account to be used to implement required maintenance for school district's facilities. The district is prohibited from using such funds for routine or capital maintenance"; and

WHEREAS, N.J.A.C. 6A:23A-14.3 (b) states that "A district board of education or board of school estimate, as appropriate, may supplement a maintenance reserve account through transfer, by resolution, of any unanticipated revenue and/or unexpended line-item appropriation amounts anticipated at year end,
for withdrawal in subsequent school years. The transfer resolution shall be adopted by the district board of education or board of school estimate no earlier than **June 1 and no later than June 30** of the respective school year."; and

WHEREAS, pursuant to N.J.A.C. 6A:26A, the maximum Maintenance Reserve amount is determined to be four percent (4%) of the building replacement value (six million one hundred ninety four thousand seven hundred sixty dollars ($6,194,760) with a square foot allowance of one hundred and forty three dollars ($143) resulting in a maximum Maintenance Reserve amount of **two hundred forty seven thousand seven hundred ninety dollars and forty cents ($247,790.40)**; and

Maximum Maintenance Reserve Amount	247,790.40
Existing Maintenance Reserve Amount	221,682.05
Maximum Transfer to Maintenance Reserve	26,108.35

WHEREAS, the Board of Education wishes to approve a deposit not to exceed **twenty six thousand one hundred eight dollars and thirty five cents ($26,108.35)** to the Maintenance Reserve Account.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Business Administrator shall deposit an amount not to exceed **twenty six thousand one hundred eight dollars and thirty five cents ($26,108.35)** to the Maintenance Reserve account.

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-116

RESOLUTION AUTHORIZING THE DEPOSIT OF FUNDS INTO A CAPITAL RESERVE ACCOUNT PURSUANT TO N.J.S.A. 18A:21-1

WHEREAS, N.J.S.A. 18A:21-1,Capital Reserve; description The capital projects which may be undertaken by a board of education, for any lawful purposes, the costs whereof may be provided from taxes, or by the issuance of bonds; and

WHEREAS, N.J.S.A. 18A:21-3 provides that the account shall be established by resolution of the board of school estimate or the board of education as the case may be, in such form as may be prescribed by the commissioner, a true copy shall be filed with the department; and

WHEREAS, "Approved LRFP" or "approved plan" means an Long Range Facilities Plan (LRFP) that conforms to the requirements of N.J.A.C. 6A:26-2 and that has been determined by a Commissioner's final determination to ensure the school facilities are educationally adequate to support over the next five years the achievement of the New Jersey Student Learning Standards.; and

WHEREAS, a district board of education my increase the balance in the capital reserve account by:

1. appropriating funds in the annual general fund budget certified for taxes to meet the needs of the LRFP that are not met by state support; or
2. requesting approval from the executive county superintendent, as the Commissioner's designee, to appropriate any anticipated excess unreserved general fund balance, as calculated in the supporting documentation of the supporting document of the proposed budget into a capital reserve in the proposed budget, pursuant to N.J.S.A.18A:7F-7b only when the district board of education has:
   i. formally established a capital reserve account; and
   ii. obtained an approved LRFP in accordance with N.J.A.C, 6A:26-2

WHEREAS, the school district is having revisions to the LRFP by done by a professional services with the following as draft capital reserve projects:

Project	Cost Estimate
Exterior Lighting	40,025.00
Sectional Roof Repair	269,133.00
Masonry Repair and Upgrade	62,840.00
TOTAL	371,998.00
40% NJDOE Grant	148,799.00
60% Local Share	223,199.00

WHEREAS, the Board of Education wishes to approve a deposit not to exceed **two hundred twenty three thousand one hundred ninety nine dollars ($223,199)** to the Capital Reserve Account at any point in the fiscal year**.**

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Business Administrator shall deposit an amount not to exceed **two hundred twenty three thousand one hundred ninety nine dollars ($223,199)** to the Capital Reserve Account at such time as the LRFP is completed and approved by the Commission of the New Jersey Department of Education.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION RESOLUTION

RESOLUTION #24/25-RM-162-117

APPROVE PAYMENT OF A PREMIUM CONTRIBUTION TO THE BURLINGTON COUNTY JOINT INSURANCE FUND

WHEREAS, the Springfield Township Board of Education, hereinafter referred to as BOARD, endeavors to participate as a member district of the Burlington County Joint Insurance Fund, hereinafter referred to as FUND, for one or more of the FUND fiscal year beginning July 1, 2025; and

WHEREAS, the FUND is a statutory filled school district joint insurance fund as defined in NJSA 18A:18B1-10 et seq.; and

WHEREAS, the BOARD joined the FUND knowing that membership carries with it joint and several liability with all other member districts for each year of the BOARD's membership; and

WHEREAS, the BOARD understands that fund premiums shall be collected to provide coverage in the following areas:

1. General Liability
2. Automobile Liability
3. Educators Legal Liability
4. Property (including Auto Physical Damage)
5. Fidelity & Performance (Blanket)
6. Boiler & Machinery
7. Worker's Compensation; and

WHEREAS, the BOARD recognizes its Premium Contribution for FY 2024-25 shall be as follows:

2025-26 Premium Contribution	$58,602.00
2025-26 Student Accident Insurance Premium	$897.00
Premium Payment Due	$59,499.00; and

WHEREAS, the BOARD understands that the FUND's Board of Trustees are authorized in law to make decisions as to when and how much of any available statutory surplus which may be applied towards the BOARD'S Premium Contribution will be released by the FUND.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Business Administrator is hereby authorized to make a premium contribution payment to the Burlington County Joint Insurance Fund in an amount not to exceed fifty-nine thousand four hundred ninety nine dollars and no cents ($59,499.00); and

BE IT FURTHER RESOLVED that any statutory surplus awarded to the Springfield Township School District shall be deducted from the above payment due.

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June 11, 2025

RESOLUTION #24/25-RM-162-118

RESOLUTION OF SUPPORT FROM THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION AUTHORIZING THE FUNDING FOR OPTIMAL COMPREHENSIVE UNIVERSAL SCREENERS (FOCUS) GRANT APPLICATION

WHEREAS, the New Jersey Department of Education (NJDOE) has established the Funding for Optimal Comprehensive Universal Screeners (FOCUS) grant to support Local Education Agencies (LEAs) in selecting and implementing high-quality universal literacy screeners and building educator capacity to use screener data to inform instruction; and

WHEREAS, the Springfield Township Board of Education recognizes the importance of early identification of literacy strengths and challenges through universal screening as a critical step toward improving educational outcomes for all students; and

WHEREAS, the district seeks to ensure equitable access to evidence-based literacy practices aligned with the New Jersey Literacy Framework; and

WHEREAS, the grant period for the FOCUS grant extends from June 1, 2025 to June 30, 2026, and the funding would support the district's efforts to select a high-quality universal screener, provide professional development for staff, and develop protocols for data use and intervention; and

WHEREAS, the Superintendent and administrative team have developed a comprehensive project plan in alignment with the FOCUS grant goals, including clear objectives, activities, and measurable indicators of success.

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 submit the application for the FOCUS Grant to the New Jersey Department of Education, and to take all necessary steps to implement the grant if awarded, including the administration of funds in accordance with applicable state and federal regulations.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION RESOLUTION

RESOLUTION #24/25-RM-162-119

RESOLUTION ACCEPTING THE 2025 DIANE & BEN LEE K-12 DESIGN EDUCATION GRANT

WHEREAS, the AIA Architects League of Northern New Jersey Scholarship Committee has awarded the 2025 Diane and Ben Lee K-12 Design Education Grant to the Springfield Township School District; and

WHEREAS, this grant is intended to support design-based educational initiatives that inspire creativity, problem-solving, and hands-on learning experiences aligned with the principles of architecture and design education; and

WHEREAS, the award, in the amount of $2,500, will support programming that enhances student engagement in STEAM (Science, Technology, Engineering, Arts, and Mathematics) learning through innovative, design-focused instruction; and

WHEREAS, the Springfield Township Board of Education is committed to providing enriching and forward-thinking educational opportunities for its students and recognizes the value of external funding to support this goal.

NOW, THEREFORE, BE IT RESOLVED that the Springfield Township Board of Education formally accepts the 2025 Diane and Ben Lee K-12 Design Education Grant in the amount of $2,500 from the AIA Architects League of Northern New Jersey Scholarship Committee, and expresses its sincere appreciation for this generous support.

BE IT FURTHER RESOLVED that the Superintendent or his/her designee is authorized to oversee the implementation of grant-funded activities and ensure that all requirements and reporting obligations associated with the grant are met.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION RESOLUTION

RESOLUTION #24/25-RM-162-120

APPROVE SURPLUS FUND DISTRIBUTION

WHEREAS, the Springfield Township Board of Education, hereinafter referred to as BOARD, participated as a member district of the School Health Insurance Fund, hereinafter referred to as FUND, for one or more of the FUND fiscal year beginning July 1, 2024; and

WHEREAS, the FUND is a statutory filled school district joint insurance fund as defined in NJSA 18A:18B1-10 et seq.; and

WHEREAS, the BOARD joined the FUND knowing that membership carries with it joint and several liability with all other member districts for each year of the BOARD's membership; and

WHEREAS, the BOARD understands that the FUND's Board of Trustees are the only persons authorized in law to make decisions as to when and how much of any available statutory surplus will be released by the FUND; and

WHEREAS, the BOARD understands that Available Statutory Surplus is defined to be the amount of money in excess of the projected value of claims by line of coverage, plus an actuarially determined value for incurred but not reported claims, subject to the surplus reserve calculations as defined in NJAC 11:15-4.6 et seq., and subject to review and approved by the Department of Banking and Insurance, State of New Jersey, prior to release by the Board of Trustees of the FUND; and

WHEREAS, the BOARD understands that it remains jointly and severally liable into perpetuity despite the earlier release of Available Statutory Surplus due to the possibility that a FUND year wherein a return of Statutory Surplus has been duly authorized could later be presented with a claim for which it could be responsible causing a demand for an additional assessment from each participating member district of that FUND year; and,

WHEREAS, the BOARD understands that it remains jointly and severally liable into perpetuity despite the earlier collection of an additional assessment due to the possibility that a FUND year wherein an additional assessment has been duly authorized could later be presented with a need for additional assessments from each participating member district of that FUND year; and,

WHEREAS, the BOARD recognizes its Share of Available Statutory Surplus authorized to be released by the FUND is as shown below:

Dollar Amounts of Surplus by FUND Fiscal Year
Released by the FUND's Board of Trustees

Fund Fiscal Year	Total FUND Release	BOARD's Share
Total Distribution Available	$5,918,189	$11,354

;and

***WHEREAS*,** the BOARD understands that its options for directing the distribution of its net share of released Statutory Surplus to be as follows:

1. Fund to retain (interest earning) $11,354 and available at Member's request.
2. Check in the amount of $11,354.
3. Reduce one month's bill by $11,354.

NOW THEREFORE BE IT RESOLVED the BOARD directs the FUND to distribute the BOARD's share of its Net Distribution as determined by discussion and majority vote of Resolution #24/25-RM-162-120.

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PERSONNEL & NEGOTIATIONS

June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-121

RESOLUTION APPROVING THE PAYMENT OF MENTOR & ADVISOR/COORDINATOR STIPENDS FOR THE 2024-25 SCHOOL YEAR

WHEREAS, the Agreement between the Township of Springfield Board of Education and the Springfield Township Education Association, provides for the recognition and compensation of extra-curricular positions which shall be appointed for each school year; and

WHEREAS, the Superintendent of Schools has submitted the below recommendations and requests Board of Education approval of the following appointments and compensation levels with all payments made from the approved line item account series:

Mentoring Teacher	Provisional Teacher	Account Number	Stipend Amount
Patricia Carter	Matthew Agos	11-000-223-390-050-127-0	$275
Patricia Carter	Collette Janney	11-000-223-390-050-127-0	$385
Jacqueline Grimm	Monica Alvarado	11-000-223-390-050-127-0	$220
Jon Luyber	Dan Tepel	11-000-223-390-050-127-0	$412.50
Ashley Traino	Amanda Owens	11-000-223-390-050-127-0	$550

Position	Employee	Account Number	Stipend Amount
Student Council Advisor	Makayla McCarthy	11-401-100-100-050-117-0	$500
Student Council Advisor	Amber Warshany	11-401-100-100-050-117-0	$500
Yearbook Advisor	Dawn Shook	11-401-100-100-050-117-0	$500
Art Show Coordinator	Casey Faulkes	11-401-100-100-050-117-0	$500
Winter Concert Coordinator	Monica Alvarado	11-401-100-100-050-117-0	$300
Spring Concert Coordinator	Monica Alvarado	11-401-100-100-050-117-0	$300
Drama Club / Talent Show Coordinator	Monica Alvarado	11-401-100-100-050-117-0	$1,000

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

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-122

RESOLUTION APPROVING THE APPOINTMENT OF STAFF TO CONDUCT SUMMER CURRICULUM WRITING AND CHILD STUDY TEAM CASE MANAGEMENT

WHEREAS, the Board of Education may approve, based upon the recommendation of the Superintendent, the appointment of staff to conduct summer Child Study Team case management and evaluations and staff to conduct curriculum development; and

WHEREAS, the Superintendent of Schools makes the following recommendation for appointments at the compensation rate and dedicated hours as so listed:

Staff	Maximum # of Hours	Hourly Rate	Maximum Payable Amount	Purpose
Rebecca Schweitzer	15	$44.00	$660.00	Child Study Team Case Management & Student Evaluations
Cathryn Browning	15	$44.00	$660.00	Child Study Team Case Management & Student Evaluations
Shay Yostpille	15	$44.00	$660.00	Student Evaluations
		TOTAL	$1,980	
Account #: 11-000-219-110-050-106-0 (CST ESY PAY)				

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the appointments for the completion of curriculum development and summer Child Study Team Case Management, submitted upon the recommendation of the Superintendent of Schools, are hereby approved.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-123

RESOLUTION APPROVING A DEAN OF STUDENTS
AND AUTHORIZING A STIPEND AMOUNT

WHEREAS, the Board of Education has approved a job description and authorized the hiring of a Dean of Students for Springfield Elementary School ; and

WHEREAS, the Dean of Students will be responsible for creating and maintaining a positive and supportive learning environment for students in the elementary school. This individual will work closely with school administrators, teachers, and staff to ensure that students are safe, engaged, and academically successful; and

WHEREAS, the Dean of Students shall perform administrative responsibilities as outlined in the Board of Education approved job description and it is understood that the completion of these tasks shall occur during the course of the regular school day; and

WHEREAS, it is understood that the Dean of Students shall maintain teaching responsibilities during the portion of the day not dedicated to administrative responsibilities; and

WHEREAS, the Superintendent recommends the following individual and stipend amount for the Dean of Students position, effective September 1, 2025 through June 19, 2026:

NAME:	Jon Luyber
POSITION:	Dean of Students
POSITION CONTROL NUMBER:	FF-DOD001
ANNUAL STIPEND:	$6110.00
EFFECTIVE DATE:	September 1, 2025

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the appointment of a Dean of Students and authorization for a stipend amount, submitted upon the recommendation of the Superintendent of Schools, are hereby approved.

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-124

RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS' RECOMMENDATION FOR THE SUBSTITUTE POSITIONS FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2025-2026 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 are such personnel

Teachers	Aides	Custodians	Nurses	EDC Staff
Victoria Estronza	Victoria Estronza	Aliyah Reid	Victoria Estronza	Raigen Gibson
Patricia Sepessy	Patricia Sepessy	Kyra Baci	Tara Kowalczyk	Braelyn Little
Allison Minissale	Allison Minissale	Austin Lucas	Lisa Price	Tatum Madia
Amy O'Donnell	Amy O'Donnell	Joseph Casto	Allysa Owens	Aliyah Reid
Michael Weller	Michael Weller		Donna O'Brien	Madison Palmer
Amanda Gonzalez	Amanda Gonzalez		Dana Garron	
Brian Gripp	Brian Gripp			
Carol Bridges	Allison Timashev			
Adrianna Lepenica	Adrianna Lepenica			
	Lawrence McHugh			

; 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.

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-125

RESOLUTION APPROVING THE APPOINTMENT OF SCHOOL DISTRICT STAFF TO THE EXTENDED YEAR PROGRAM

WHEREAS, the 2025-2026 budget statement contains funds for extended year programs for special needs students; and

WHEREAS, the Superintendent of Schools has posted for the positions and makes the following recommendations for appointment:

Staff	Position	Hours	Days	Total Hours	Rate of Pay	Comp. Total
Michelle Rodi	OT	[redacted]		9	$75	$675
Shay Yostpille	Speech			9	$44	$396
Kristin Pollack	Inst. Asst.			34	$22	$748
Annette Capra	Inst. Asst.			34	$22	$748
Janice Hill	Inst. Asst.			34	$22	$748
Brielle Capra	Inst. Asst.			34	$22	$748
Evi Fennessy	Inst. Asst.			34	$22	$748
Patricia Carter	Teacher	3.5	12	42	$44	$1848
Matthew Agos	Teacher	3.5	12	42	$44	$1848
Amanda McDonald	Teacher	3.5	12	42	$44	$1848
JoAnn Ricciani	Nurse	3	12	36	$44	$1584
[redacted]						$11,939

; and

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

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-126

RESOLUTION APPROVING THE APPOINTMENT OF SCHOOL DISTRICT STAFF TO THE SUMMER CAMP PROGRAMS AND AUTHORIZING PAYMENT OF STIPENDS

WHEREAS, the Board of Education has collected payments for a summer camp program for district students currently in grades K – 6; and

WHEREAS, the Superintendent of Schools has posted for the positions and makes the following recommendations for appointment:

Name	Maximum # of Hours	Rate of Pay	Total Compensation
Christina Rinaldi	44	$44.00	$1936
Deanna Foreman	44	$44.00	$1936
Theresa Roats	44	$44.00	$1936
Patricia Carter	44	$44.00	$1936
Riley Smith	44	$44.00	$1936
JoAnn Ricciani	44	$44.00	$1936
		MAX. TOTAL	**$11,616**

; and

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

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-127

RESOLUTION AUTHORIZING THE PAYMENT OF EARNED SICK LEAVE TO ELIGIBLE SCHOOL DISTRICT STAFF PURSUANT TO N.J.S.A. 34:11D-1

WHEREAS, New Jersey Paid Sick Leave Act, N.J.S.A. 34:11D-1 *et seq.* (the "Act"), which was signed by Governor Murphy in May, went into effect on October 29, 2018. Under the Act, all employees whether full time, part time, or seasonal must be paid one hour of sick leave for every 30 hours worked, up to 40 hours per year; and

WHEREAS, N.J.S.A. 34:11D-2(a). Employers are required to pay employees for earned sick leave time at their regular rate of pay. N.J.S.A. 34:11D-2(c). Where an employee is terminated, but is rehired within six months, the employee is entitled to all of the sick leave they had accrued previously. N.J.S.A. 34:11D-2(e). Employers may either provide employees with the full complement of earned sick leave time at the beginning of the year, or dole it out as the employee accrues it. N.J.S.A. 34:11D-3(d); and

WHEREAS, While employees may use their earned sick leave time for the employee's or employee's family member(s)'s health care, N.J.S.A. 34:11D-3(a)(1)–(2), the Act also extends to non-medical reasons, including, but not limited to, "time during which the employee is not able to work because of a closure of the employee's workplace, or the school or place of care of a child of the employee," N.J.S.A. 34:11D-3(a)(4), and "time needed by the employee in connection with a child of the employee to attend a school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child's education," N.J.S.A. 34:11D-3(5). In cases where the "employee's need to use earned sick leave is foreseeable, an employer may require advance notice, not to exceed seven calendar days If the reason for the leave is not foreseeable, an employer may require an employee to give notice of the intention as soon as practicable." N.J.S.A. 34:11D-3(b); and

WHEREAS, the Board of Education wishes to compensate the below listed staff members in accordance with the provisions of N.J.S.A. 34:11D-1 ET seq:

Staff Member	Substitute Role	Earned Sick Leave Amount
Debra Adams	Instructional Assistant	$30.98
Kyra Baci	Custodian	$72.00
Cheryl Bucko	Teacher	$16.57
Joseph Casto	Custodian	$126.00
Raigen Gibson	Extended Day Care	$61.96
Amanda Gonzalez	Teacher	$49.71
Braelynn Little	Extended Day Care	$46.47
Austin Lucas	Custodian	$162.00
Tatum Madia	Extended Day Care	$46.47
Allison Minissale	Teacher	$33.14
Beverly Newell	Teacher	$463.96
Donna O'Brien	Nurse	$17.28
Amy O'Donnell	Teacher	$99.42
Madison Palmer	Extended Day Care	$30.98

Aliyah Reid	Custodian	$108.00
Aliyah Reid	Extended Day Care	$30.98
Patricia Sepessy	Teacher	$265.12
Michael Weller	Teacher	$198.84
	TOTAL	**$1859.88**

NOW, THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the above listed staff shall be paid the above earned sick time in the pay period of **June 30, 2025**.

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RESOLUTION #24/25-RM-162-128

RESOLUTION APPROVING VOLUNTARY TRANSFERS OF CERTAIN PERSONNEL OF THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT UNDER PROVISIONS OF THE AGREEMENT BETWEEN THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION AND THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION FOR THE SCHOOL YEAR 2025-2026

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

WHEREAS, Article G. - TRANSFERRAL NOTIFICATION stipulates that the Superintendent shall notify individual teachers being transferred in grade level and/or classroom assignment for the following year on or before May 15th, if the budget passes. If the budget does not pass, said notification shall be made no later than one (1) week before the end of the school year. The Superintendent shall have the discretion to change the assignment after said notification in the event of teacher resignations, open positions or other reasonable cause.

WHEREAS, the Superintendent of Schools has recommended the following transfer(s) of certain certified staff members:

EMPLOYEE	TRANSFER FROM PCN	TRANSFER FROM ASSIGNMENT	TRANSFER TO PCR	TRANSFER TO ASSIGNMENT
Kelly Linton	V-ET4002	Elementary Teacher	V-RCT001	Special Education Teacher

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above transfer(s) is/are hereby approved with the transfer date effective September 1, 2025.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-129

RESOLUTION AMENDING THE APPROVED APPOINTMENTS OF STAFF TO CONDUCT THE 2025-2026 PRESCHOOL, KINDERGARTEN, AND NEW STUDENT ORIENTATION AND ACCOMPANYING TRANSFER OF FUNDS

WHEREAS, the Board of Education wishes to approve the appointment of staff to cover the FY2025-2026 preschool, kindergarten, and new student orientation; and

WHEREAS, the Superintendent of Schools makes the following recommendation for said appointments at the compensation rate and dedicated hours so listed:

Staff Member	Rate of Pay	Hours	Total Compensation
Amanda McDonald	$44	2	$88
Haley Donoghue	$44	5	$220
Amanda Owens	$44	5	$220
JoAnn Ricciani	$44	2	$88
Amy Cassidy	$22	2	$88
		TOTAL	**$704**

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the appointments for the preschool, kindergarten, and new student orientation positions, submitted upon the recommendation of the Superintendent of Schools, are hereby approved.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-130

RESOLUTION ACCEPTING THE RESIGNATION NOTICE OF A TEACHER FOR THE SPRINGFIELD TOWNSHIP SCHOOL

WHEREAS, the Superintendent of Schools received official resignation notice from Natalie Weeks, Elementary Education Teacher, 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 June 30, 2025.

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June 11, 2025

CURRICULUM & TECHNOLOGY

June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-131

RESOLUTION APPROVING THE FY25-26 CHAPTER 27 REMOTE INSTRUCTION PLAN

WHEREAS, the New Jersey Department of Education requires each school district to develop a Remote Instruction Plan in accordance with N.J.A.C. 6A:32-13.1 (Chapter 27) to ensure continuity of instruction in the event of a public health-related district closure lasting more than three consecutive school days; and

WHEREAS, the Springfield Township School District has developed a Chapter 27 Remote Instruction Plan that outlines the provision of remote education for all students, including special education and English Language Learners, as well as access to meals and support services during any such closure; and

WHEREAS, the plan has been reviewed by the Superintendent of Schools and aligns with the guidance provided by the New Jersey Department of Education; and

WHEREAS, the plan is required to be approved by the Board of Education and submitted to the Executive County Superintendent for review and approval annually.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, hereby approves the Chapter 27 Remote Instruction Plan for the 2025–2026 school year and authorizes the Superintendent of Schools to submit the approved plan to the Executive County Superintendent.

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June 11, 2025

POLICIES & PROCEDURES

June 11, 2025

FACILITIES, SECURITY, & TRANSPORTATION

June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-132

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 **MAY 2025**:

Date / Time	May 19, 2025 / 9:43 AM	May 29, 2025 / 9:55 AM
Type of Drill	Fire Drill	Active Shooter
Duration of Drill	3:54	6:08
Weather Conditions	Sunny 65*	Cloudy 62*
Participants	Staff/Students	Staff/Students
Drill Supervisor	Springfield PD / 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.

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June 11, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #24/25-RM-162-133

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

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

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

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

WHEREAS, drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but not limited to, the following: 1. Date of the drill 2. Time of day the drill was conducted 3. School Name 4. Location of the drill 5. Route number(s) included in the drill 6. Name of school principal, or person(s) assigned, who supervised the drill; and

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

Bus Evacuation Drills Spring 2025

Date	Time	Duration	School	Location	Bus	Supervisor
6/10/25	3:28 PM	57 seconds	Springfield Elementary	Bus Loop	1	M. Zaidi
6/10/25	3:28 PM	1 min. 21 sec.	Springfield Elementary	Bus Loop	2	C. Vaughn
6/10/25	3:28 PM	1 min. 3 sec.	Springfield Elementary	Bus Loop	3	B. Capra
6/10/25	3:28 PM	55 seconds	Springfield Elementary	Bus Loop	4	K. Linton
6/10/25	3:28 PM	1 min. 6 sec.	Springfield Elementary	Bus Loop	5	J. Luyber
6/10/25	3:28 PM	1 min. 17 sec.	Springfield Elementary	Bus Loop	6	C. Cervino

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 school bus emergency evacuation drills have been conducted in accordance with N.J.A.C. 6A:27-11.2.

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June 11, 2025