

**SPRINGFIELD BOARD OF EDUCATION
REGULAR PUBLIC MEETING MINUTES**

July 28, 2025

VISION STATEMENT

Cultivating, compassionate, and extraordinary learner

MISSION STATEMENT

Springfield Public Schools will challenge every student through meaningful, engaging experiences – empowering all students to flourish and contribute in an evolving world.

Time: 7:10 PM

A. CALL TO ORDER AND STATEMENT- President Laura Gamarekian

President's Statement: Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of the meeting to be given to the public and the press on January 6, 2025. The public comment format for this meeting is as follows – attendees wishing to comment during the public sessions will state their name and address. The President of the Board of Education will recognize the attendee at the appropriate time. All of the Board's Policies and Regulations related to public participation in board meetings shall remain in effect, including, but not limited to, the presiding officer's ability to limit each statement made by a participant to a 3- minute duration.

B. ROLL CALL

Vice President Kristy Rubin- *absent*
Mr. Jerry Fernandez- *absent*
Mrs. Dana Kelly- *absent*
Mrs. Meredith Murphy- *absent*
Mrs. Tracey Rinaldi

Mrs. Adriana Silva
Mrs. Hilary Turnbull
Mrs. Jennifer Wishna
President Laura Gamarekian

C. CLOSED SESSION

RESOLVED, That the Springfield Board of Education meeting here by convenes to executive session pursuant to P.L. 1975 chapter 231 for discussion of the following subjects:

1. Personnel- The Superintendent reviewed personnel matters with the Board.
2. Student Matters- The Superintendent updated the board on student matters.

It is anticipated that the executive session will take approximately 30 minutes; the Board may take action during public session. The Board shall return to public session, following executive session, at approximately 7 p.m. The minutes of the executive session shall be released to the public when the reason for the executive session no longer exists.

Motion to go into executive
session: Moved: Mrs. Wishna
Seconded: Mrs. Turnbull
Time: 6:45 PM
Voice Vote: AYE- 5 NAY-0

Motion to return to public session:
Moved: Mrs. Wishna
Seconded: Mrs. Turnbull
Time: 7:10 PM
Voice Vote: AYE-5 NAY-0

D. PLEDGE OF ALLEGIANCE

E. COMMUNICATIONS

- Mrs. Calas read in articles on the following topics: Murphy's plan for school funding changes, Prek legislation, huge increases in health premiums, undocumented families barred from Head Start, increased threats against school leaders, new tax credits for private schools, early childhood expansion, and senate education committee and assembly education committees bills considerations. NJ school board also has new programs, conferences and upcoming webinars.
- Mrs. Calas read in the addenda.

F. MINUTES

The Superintendent recommends:

1. To approve the following minutes:
Executive Meeting – June 23, 2025
Regular Meeting – June 23, 2025

Approval of the Minutes

Motion to Approve: Mrs. Turnbull

Seconded: Mrs. Rinaldi

Voice Vote: AYE- 5 NAY-0

G. SUPERINTENDENT'S REPORT

1. Staff/ Student Recognitions
2. Community Updates
3. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)
4. Building Use Request
 - Dr. Goldberg and Mrs. Scudero presented the Spring 2025 NJGPA, 2025 ACCESS Data, Dynamic Learning Maps.
 - The Board had questions regarding the data. Mrs. Scudero and Dr. Goldberg responded.
 - Dr. Goldberg noted that the summer program was a success. She thanked Mrs. Garrod for her efforts.
 - Dr. Goldberg provided a facilities update.
 - Calendar updates were provided.
 - Agenda items were highlighted.
 - Dr. Goldberg thanked Ms. Riccardi for her years of service and wished her the best in her retirement.
 - Dr. Goldberg discussed the new start times at the elementary schools.

Approval of the Superintendent's Report, as presented

Motion to Approve: Mrs. Turnbull

Seconded: Mrs. Rinaldi

Voice Vote: AYE- 5 NAY- 0

H. PUBLIC SESSION ON AGENDA ITEMS

None

I. BOARD GOVERNANCE, POLICY, AND COMMUNICATIONS COMMITTEE-

Vice President Rubin

Items 1 through 16 & Addenda Items 34 through 36

The Superintendent recommends:

1. Staff Appointment

To approve the following staff appointments:

- a. Courtney Meli*, Instructional Aide-Autism Program, EVW, September 1, 2025 - June 30, 2026 at \$23.62/hr + \$1,250 (annual stipend).
Account Number: 11-214-100-106-00-09

- b. Jonah Glass*, Instructional Aide-Autism Program, EVW, September 1, 2025 - June 30, 2026 at \$23.62/hr + \$1,250 (annual stipend).
Account Number: 11-214-100-106-00-09
- c. Michael Kutia*, Instructional Aide, Itinerant, September 1, 2025 - June 30, 2026 at \$23.62/hr.
Account Number: 11-000-217-100-00-11
- d. Lisa Ramirez*, Assistant Principal, JDHS, on/about August 18, 2025 - June 30, 2026 at \$118,000.
Account Number: 11-000-240-103-00-14
- e. Tess Caherly*, Special Education Teacher, JC/EVW, September 1, 2025 - June 30, 2026 at \$62,147, Step 1-BA.
Account Number: 11-213-100-101-00-08 (50%)
Account Number: 11-213-100-101-00-09 (50%)
- f. Leanna Lynch*, Elementary Teacher, EVW, September 1, 2025 - June 30, 2026 at \$71,147, Step 7-MA.
Account Number: 11-120-100-101-00-09
- g. Lovens Lormilus, Technology Support Specialist, District, on/about August 1, 2025 - June 30, 2026 at \$45,000.
Account Number: 11-000-252-100-00-10
- h. Paula Caceres*, Executive Secretary, District, on/about September 1, 2025 - June 30, 2026 at \$52,000.
Account Number: 11-000-223-105-00-10
- i. Caryn Feder*, Leave Replacement English Teacher, JDHS, September 1, 2025 - November 21, 2025 at \$67,647[^], Step 1-MA. Account Number: 11-140-100-101-01-10
- j. Mary Jo Campos, Executive Secretary, Superintendent's Office, August 22, 2025 – June 30, 2026 at \$60,500.
Account Number: 11-000-230-100-02-10
- k. Angelica Medina*, Speech Therapist, Itinerant, September 1, 2025 - June 30, 2026 at \$68,647, Step 4-MA.
Account Number 11-000-216-101-55-10
- l. Mauricio Garces Valencia, Custodian Itinerant, July 29, 2025 – June 30, 2026 at \$50,339.24, Step 1
Account Number 11-000-262-100-95-10

**Pending Criminal History Background Clearance; ^ prorated*

2. Staff Retirement

To accept the following retirement:

- a. Daniela Riccardi, Technology Coordinator, District, effective July 1, 2025.

3. Staff Resignation

To accept the following resignation:

- a. Nicole Escalante, Registrar/Secretary, effective August 29, 2025.
- b. Kendra Newman, Math Teacher, JDHS, effective September 14, 2025.
- c. Tracy Barry-Austin, PIRT/CPIS, EVW, effective June 30, 2025.
- d. Shannon Cuff, Art Teacher, EVW, effective June 30, 2025.
- e. Gabriella Camiolo, Music Teacher., TLS/JCS effective June 30, 2025

4. District Substitutes

To approve additional substitutes for the 2025-2026 school year. NJ Certified Teachers- \$135/day, Sub Certified- \$125/day, Paraprofessionals- \$20/hr., Secretary- \$20/hr., Custodian- \$20/hr., Nurse-\$190/day, Bus Driver/CDL Exempt Drivers- \$25/hr.

TEACHER

Barbara Weber	NJ Certified Teacher	N-12
Kate Iglesias	Sub Certified	N-12
Katie Knierim	Sub Certified	N-12
Jennifer Scuderi	Sub Certified	N-12
Sattie Glowacki	Sub Certified	N-12
Jessica McClain	Sub Certified	N-12
Frank Dasti	Sub Certified	N-12
Andrew Martin	Sub Certified	N-12
Susan Menk	NJ Certified Teacher	N-12

AIDE

Mirian Nemeth

CDL Exempt Drivers

Anthony Cioffi
David Dougherty
Nicholas Iannacone
Calmar Walker
Anthony Salerno
Erick Mazariego-Diaz
Theodore Balke
Eddie Carter
Darian Johnson
Christopher Feria-Nolasco
Carmelo Gambuzza

5. Leave of Absence Request

To approve the following leave of absence and revised leave of absence requests:

Name/ID	Leave Request	Date From	Dates To	Rate
#3224	Medical	7/7/2025 – 10/17/2025		Full Salary; accumulated sick days/Unpaid
#2493	Medical	3/28/2025-6/3/2025	3/28/2025-9/2/2025	Full Salary; accumulated sick days/Unpaid

6. New Staff Orientation

To approve the following staff to provide new staff orientation professional development at a rate of \$62.35/hr. up to 5 hours each:

- Gillian Dillard
- Deborah Ricardo

Account Number: 20-270-200-100-41-12 (Title IIA)

7. Summer Guidance Counselor

To approve the following staff for additional summer hours at their contractual rate:

Name	Hrs./Days	Dates	Rate	Account
William Douma	Up to 45 hours	7/1/2025 – 8/31/2025	\$63.77/hr.	11-000-218-104-02-06

Original Agenda resolution appeared on the June 23, 2025, Regular Public Meeting, resolution no.7

8. ESY Program

To approve the following staff for ESY programs at their contractual rate

Name	Program	Hours	Dates	Rate	Account
Paige Rogers	CST Team – Teacher	In Person Per IEP	6/23/2025 – 6/30/2025	\$61.13/hr.	11-000-219-104-40-10
			7/1/2025 – 8/31/2025	\$62.35/hr.	
Irene Harrison	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-204-100-106-40-11

			7/1/2025 – 8/31/2025	\$23.62/hr.	
Susan Salcedo	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-216-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr.	
Marsha Tennen	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr..	11-214-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr..	
Carmela Silvestro	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-214-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr.	
Elaine Cladek	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-216-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr.	
Catherine Natterman	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-204-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr.	
Regina Pierce	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-216-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr.	
Renee Marinczuk	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-204-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr.	
Jenna Campos	Instructional Aide	Up to 80 hours	6/23/2025 – 6/30/2025	\$22.62/hr.	11-214-100-106-40-11
			7/1/2025 – 8/31/2025	\$23.62/hr.	

9. Summer Program

To approve the following staff for Summer Programs at their contractual rate:

Name	Program	Hours	Dates	Rate	Account
Megan Theobald	Substitute Teacher	As Needed	6/23/2025 – 6/30/2025	\$61.13/hr.	11-XXX-XXX-101-40-12
			7/1/2025 – 8/31/2025	\$62.35/hr.	

10. Before/After School & Childcare Program

To approve the following revised Before/ After School & Childcare Program Appointments

Name	Position	Rate
Brenda Alegre Gonzalez	Group Aide ^	\$17.04/hour
Jenna Campos	Substitute Group Aide ^	\$17.04/hour
Arianna Cetrulo	Group Aide ^	\$17.04/hour
Abigail Friedman	Group Aide ^	\$17.04/hour
Roberta Gersh	Group Aide ^	\$17.04/hour
Jonah Glass *	Group Leader ^	\$25.01/hour
Mindi Kaunfer	Group Leader ^	\$25.01/hour
Linda Lamberston	Group Aide ^	\$17.04/hour
Melaine Magallanes	Substitute Site Director ^	\$31.20/hour
Courtney Meli	Group Leader ^	\$25.01/hour
Ana Morales	Group Aide ^	\$17.04/hour
Monica Okseniuk	Group Aide ^	\$17.04/hour
Tracy Ortiz	Group Aide ^	\$17.04/hour
Linda Reich	Substitute Group Leader ^	\$25.01/hour
Carmela Silvestro	Group Aide ^	\$17.04/hour
Vania Aedo	Child Care Provider ^	\$17.04/hour
Mirian Nemeth	Substitute Child Care Provider ^	\$17.04/hour

^Based on student enrollment

*Pending Criminal History Background Clearance

11. Change of Assignment/ Transfer

To approve the following change of assignment/transfer:

Name	From Position	To Position
Carmela Silvestro	Lunch/Recess Aide Itinerant 1.25/hrs \$24.02/hr	Instructional Aide - Non-Title I Itinerant 5.95/ hrs \$24.02/hr Effective: 9/1/2025

12. Athletic Event/ Site Supervisor 2025-2026

To approve the following athletic event staff/site supervisor for the 2025-2026 school year. Site Supervisor Rate: \$45.74; Event Staff: \$31.87:

Staff Name	Position
Michael O'Brien	Site Supervisor

Christopher White	Site Supervisor
Nicholas Iannacone	Site Supervisor
Marissa Dusheck	Site Supervisor
Adelina Lico	Event Staff
Patricia Mannino	Event Staff
David Steinman	Event Staff
Brianne Triano	Event Staff
Mary Jo Campos	Event Staff
Susan Lies	Event Staff
Christopher Moore	Event Staff
Michael O'Brien	Event Staff
Mark Cugliari	Event Staff
Erin Fitzpatrick	Event Staff
Debra Lynch	Event Staff
David Dougherty	Event Staff
Catherine Limma	Event Staff
Christopher White	Event Staff
Jennifer Wetzel	Event Staff
Ashley Campos	Event Staff
Brian Martin	Event Staff
Trish Collins	Event Staff
Cindy Ferretti	Event Staff
Tina Ferreira	Event Staff
Nicholas Iannacone	Event Staff
Marissa Dusheck	Event Staff
Evelyn Wetzel	Event Staff
Jaclene Santone	Event Staff
Wendy Garrod	Event Staff
Andrew Martin	Event Staff
Samantha Ally	Event Staff
Kim Cieri	Event Staff

Account Number: 11-401-100-100-45-14

13. Athletic Coaches

To approve the following athletic coaches for the 2025-2026 school year:

Varsity Head Baseball Coach	David Steinman	\$8,288.50
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Account Number: 11-402-100-100-46-14

14. Harassment/Intimidation/Bullying Incidents

To approve the following harassment/intimidation/bullying incidents:

- 060-2425-13
- 050-2425-07
- 060-2425-14
- 060-2425-15
- 050-2425-08

15. Conference Attendance

To approve the following conference attendance request and travel related reimbursement:

Attendee	Conference	Dates
a. Rachel Goldberg	NJSBA Workshop 2025	October 20 – 23, 2025
b. Michelle Calas		
c. Erica Scudero		
d. Laura Gamarekian		
e. Kristy Rubin		
f. Tracey Rinaldi		
g. Jerry Fernandez		
h. Jennifer Wishna		

Account Number: 11-000-230-580-XX-XX, cost not to exceed \$5,000.00

16. District Policies – 1st Reading

To approve the following district policies and regulations for first reading:

- A. P 2360 – Use of Technology
- B. P 2361 – Acceptable Use of Computer Networks/Technology Devices and Resources (M)
- C. P 2365 – NEW Acceptable Use of Generative Artificial Intelligence (AI)
- D. P 5516 -Use of Electronic Communication Devices
- E. Reg 5516 – Use of Electronic Communication Devices (New)
- F. P 7523- School District Provided Technology Devices to Students

ADDENDA

I. BOARD GOVERNANCE, POLICY, AND COMMUNICATIONS COMMITTEE

34. Staff Appointments

- a. Hyam Perez*, Bus Driver, District, on/about September 1, 2025 – June 30, 2026 at \$31.50/hr.
Account Number: 11-000-270-161-96-10
- b. Sharon Marro *, Fiscal Specialist, District, on/about September 15, 2025 – June 30, 2026 at \$65,000.
Account Number: 11-000-251-100-00-10 (10%), 20-218-200-110-00-00 (80%), 50-430-200-100-87-04 (10%)

**Pending Criminal History Background Check*

35. Professional Services Legal

WHEREAS, there exists from time to time a need for Legal Services for the Board of Education, and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-5) provides for the award of contracts for this type of professional service without competitive bidding, and

WHEREAS, Robin S. Ballard, Esq., of the firm Schenck, Price, Smith & King, LLP., Florham Park, NJ is well qualified and capable of providing these services,

NOW, THEREFORE, BE IT RESOLVED by the Springfield Board of Education, that Robin S. Ballard of the firm Schenck, Price, Smith & King, LLP., Florham Park, NJ is hereby appointed Special Education legal service attorney All legal fees will be billed at \$190 per hour.

36. Professional Services Legal

WHEREAS, there exists from time to time a need for Legal Services for the Board of Education, and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-5) provides for the award of contracts for this type of professional service without competitive bidding, and

WHEREAS, Alyssa K. Weinstein, Esq., of the firm Busch Law Group LLC., Metuchen, NJ is well qualified and capable of providing these services,

NOW, THEREFORE, BE IT RESOLVED by the Springfield Board of Education, that Alyssa K. Weinstein of the firm Busch Law Group, LLC., Metuchen, NJ is hereby appointed Special Education legal service attorney (8/1/2025 – 12/31/2025). All legal fees will be billed at \$185 per hour.

Approval of Board Governance, Policy, and Communications Items 1 through 16 & Addenda Items 34 through 36
Motion to Approve: Mrs. Turnbull

Springfield Board of Education Regular Meeting July 28, 2025

Seconded: Mrs. Rinaldi

Roll Call

Vice President Kristy Rubin	Absent	Adriana Silva	Yes
Jerry Fernandez	Absent	Hilary Turnbull	Yes
Dana Kelly	Absent	Jennifer Wishna	Yes, abstain 15h
Meredith Murphy	Absent	President Laura Gamarekian	Yes, abstain 15d
Tracey Rinaldi	Yes, Abstain 15f		

J. SCHOOL ADMINISTRATION, ACADEMIC PROGRAMS, AND ATHLETICS COMMITTEE-

Mrs. Turnbull

Items 17 through 25 & Addenda Item 37

The Superintendent recommends:

17. Professional Services

a. To approve the following professional services contracts for the 2024-2025 school year:

Vendor	Services	Original	Change	Cost Not to Exceed
First Children Learning Services ^	BCBA/ ABA Services	\$110,000.00	\$6,906.79	\$116,906.79
Delta T Group	LDTC Services		\$870.50	
Center for Partnership Services	RBT/ Para Services	\$40,000.00	\$25,000.00	\$65,000.00

Account Number: ^ 11-000-216-320-55-11, #11-150-100-320-63-11,

b. To approve the following professional services contracts for the 2025-2026 school year:

Vendor	Services	Cost Not to Exceed
Positive Development Medical of NJ ^	Home Instruction	\$30,000.00
Center for Behavioral Health MD PA*	Psychiatric Evaluations	\$6,000
New Jersey Commission of the Blind	TVI Services	\$15,246
Michele Havens, Ed.D. d/b/a Creative Childhood Developmental Services*	Evaluations and Professional Development	\$25,000

Account Number: ^11-150-100-320-63-11, *11-000-219-300-70-11

18. Special Education Related Services/ Placements

To approve the following tuition contracts for educational and related service(s) for the 2025-2026 school year.

School	Student/s	ESY/Tuition Services	ESY Aide	SY Tuition	SY Aide	Total
The Center School ^	1913			\$89,159.40		\$89,159.40
New Beginnings ^	0607	\$14,549.10	\$9,150.00	\$88,264.54	\$55,510.00	\$167,473.64

Account Number: *11-000-100-562-98-11, ^11-000-100-566-98-11, #11-000-100-567-98-11

19. Grant

To authorize the Springfield board of Education to submit its application for the Individuals with Disabilities Education Act, Part B (IDEA-B) for both basic (\$487,153) and preschool (\$18,422) FY2026 and accept the grant awards of these funds upon the subsequent approval of the FY 2026 application.

20. Settlement Agreement

a. To approve the settlement agreement(s) between the Springfield Board of Education and parents of student #2113.

b. To approve the settlement agreement(s) between the Springfield Board of Education and parents of student #1201.

21. Educational Workshop

To enter into a contract between the Union County Division of Children and Youth Services and Springfield Board of Education to present educational workshops and programming from September 1, 2025 - June 19, 2026 at no cost to the Board of Education. Workshops can be at various school locations to support our students in grades 3-7.

22. Emergency Virtual or Remote Instruction Plan 25-26

To approve authorizing the Springfield Board of Education to accept the 2025/26 Emergency Virtual or Remote Instruction Plan.

23. Curriculum Update

To approve the following curriculum revisions:

- a. Middle School
 - i. Grade 6 Social Studies
 - ii. Grade 7 Social Studies
 - iii. Grade 8 Social Studies
- b. High School
 - i. Italian I
 - ii. Italian II
 - iii. Italian III
 - iv. Italian IV

24. Curriculum and Instruction

To adopt the following curriculum and instruction for all content areas is aligned to the NJSLs in accordance with the Department's curriculum implementation timeline and includes all elements as outlined in N.J.A.C. 6A-8.

- a. JDHS Program of Studies – Grade 8

25. Disposal of Property

To approve the disposal of property from the school district

Qty	Description	Location	Condition
1	Piano	Caldwell School, Main hallway near library	Not usable

ADDENDA

J. SCHOOL ADMINISTRATION, ACADEMIC PROGRAMS, AND ATHLETICS COMMITTEE

37. Special Education Related Services/ Placements

To approve the following tuition contracts for educational and related service(s) for the 2025-2026 school year.

School	Student/s	ESY/Tuition Services	ESY Physical Therapy	SY Tuition	SY Physical Therapy	Total
Union County Educational Services Commission	0812 1318	\$19,632.00	\$1,032.00	\$169,862.00	\$6,536.00	\$197,062.00

Approval of the School Administration, Academic Programs, and Athletics Items 17-25 & Addenda Item 37

Motion to Approve: Mrs. Turnbull

Seconded: Mrs. Rinaldi

Roll Call

Vice President Kristy Rubin	Absent	Adriana Silva	Yes
Jerry Fernandez	Absent	Hilary Turnbull	Yes

Dana Kelly	Absent	Jennifer Wishna	Yes
Meredith Murphy	Absent	President Laura Gamarekian	Yes
Tracey Rinaldi	Yes		

K. FINANCE, FACILITIES, AND SECURITY COMMITTEE- Mrs. Silva

Items 26 through 34 and Addenda Items 38 and 39

The Superintendent recommends:

26. Bills List

To approve the check numbers 057547 through 057901 and wire transfer 889215 through 889226 and 889228 through 889233 in the amount of \$4,340,351.75 minus voided check 057488 for the grand total of \$4,340,082.29.

27. Budget Transfers

To approve budget transfers for the 2024-2025 school year. (Attachment A)

28. Special Salaries, Fees, and Compensation Rates SY 2025-2026

To approve the revised Special Salaries, Fees, and Compensation rates for the 2025-2026 school year. (Attachment B)

Original Agenda resolution appeared on the June 2, 2025, Regular Public Meeting, resolution no.25

29. Tuition Rates for the 2025-2026 School Year

To establish the revised tuition rates and other fees for children residing in the district who are enrolled in the Springfield School District and to establish child care revised tuition rates in accordance with Springfield Education Association, Springfield Principal's Association, and Springfield Supervisor's Association agreements.

Program Name	5-day minimum
a. Before Care Grade PreK	\$200.00/month
b. Before Care Grades K-4	\$195.00/month
c. Aftercare Grade PreK	\$410.00/month
d. Aftercare Grades K-4	\$390.00/month
e. Aftercare Grade 5	\$450.00/month
f. *Child Care	\$1,250.00/month

**SEA, SPA, and SSA certified staff only*

Sibling Discount – 10% 2nd child, 25% 3rd child

30. Certificate of Payment

To approve the Certificate of Payment for:

- H & S Construction & Mechanical, Elizabeth, NJ Payment #8 in the amount of \$301,178.50 for project #24.016 (District HVAC Upgrades)
- GPC, Inc., Millburn, NJ, NJ Payment #3 and Payment #4 in the amount of \$394,276.54 for project #2425-01 (Field House Interior)
- Manor II Electric, Inc., Holmdel, NJ payment#5 in the amount of \$92,437.85 for project number 23.047. (Electrical Upgrades at Jonathan Dayton High School & Florence M. Gaudineer Middle School)
- Academy Construction, Inc., Pompton Plains, NJ Payment #1 in the amount of \$27,048.00 for project number 2425-02. (Copy Room conversion to Biology Lab at Jonathan Dayton High School).
- Academy Construction, Inc., Pompton Plains, NJ Payment #5 in the amount of \$25,001.79 for project number 2023.055 James Caldwell Basement.

31. Bid Threshold

To adopt the new BID Threshold:

WHEREAS, Michelle Calas, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Springfield Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

32. Monthly Certification

a. Board Secretary's Monthly Certification, Budgetary Line Item Status

Pursuant to N.J.A.C. 6:20-2.13 (d), I certify that as of June 30, 2025 no budgetary line item account has obligations and payments (contractual orders) which line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1

Board Secretary

Date

b. Board of Education's Monthly Certification, Budgetary Major Account/Fund Status

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of June 30, 2025 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20- 2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator/Board Secretary and is assumed by the board to be correct.

33. Board Secretary/ Treasurer Report

To approve the board secretary/ treasurer reports for the period ending June 30, 2025.

34. Change Order

To approve the Change Order#1 in the amount of \$89,407.74 to Drill Construction West Orange, NJ for project number 2024-02. (Courtyard Edward V. Walton)

ADDENDA

K. FINANCE, FACILITIES, AND SECURITY COMMITTEE

38. Agreement

To approve the Agreement in the amount of \$51,995.22 to Salazar & Associates, Inc for project

#23.047 (Bathroom Renovations at JDHS and FMG).

39. Change Order

To approve the Change Order#1 for \$10,919.28 to Academy Construction, Pompton Plains, NJ for project number 2425-02. (JDHS Biology Lab)

Approval of Finance, Facilities, and Security Items 26 through 34 and Addenda Items 38 and 39

Motion to Approve: Mrs. Silva

Seconded: Mrs. Turnbull

Roll Call

Vice President Kristy Rubin	Absent	Adriana Silva	Yes
Jerry Fernandez	Absent	Hilary Turnbull	Yes
Dana Kelly	Absent	Jennifer Wishna	Yes
Meredith Murphy	Absent	President Laura Gamarekian	Yes
Tracey Rinaldi	Yes		

L. OPEN PUBLIC SESSION

None

M. NEW BUSINESS

40. Joint Committee on Redevelopment and Schools

To approve the Joint Committee on Redevelopment and Schools. To appoint Jennifer Wishna and Tracey Rinaldi as representatives to the Joint Committee on Redevelopment and Schools.

Motion to Approve: President Gamarekian

Seconded: Mrs. Turnbull

Voice Vote: AYE-5 NAY-0

- President Gamarekian discussed the role of the committee. Dr. Goldberg spoke about the committee.

N. ADJOURNMENT

Moved: Mrs. Turnbull

Seconded: Mrs. Rinaldi

Time: 7:57 PM

Voice Vote: AYE- 5 NAY-0

Upcoming Meeting

1. Regular Meeting – August 25, 2025 at 7:00 PM in the JDHS IMC

Springfield Public Schools Policy

2360 - USE OF TECHNOLOGY

The Board shall develop a technology plan that effectively uses electronic communication to advance and promote learning and teaching. This system of technology shall be used to provide local, Statewide, national and global communications opportunities for staff and students. Educational technology shall be infused into the district curriculum to maximize student achievement of the New Jersey Student Learning Standards. For the purposes of this Policy, "technology device" or "device" shall include, but not be limited to, portable devices such as computers, laptops, iPads, tablets, cellular telephones, or any other computing or electronic devices the school district provides to staff or students to be used as part of their educational program

Acceptable Use of the Internet

Purpose

To support its commitment to providing avenues of access to the universe of information available, the district's system of electronic communication shall include access to the Internet for students and staff.

Limitation of Liability

The Internet constitutes an unregulated collection of resources that changes constantly, so it is not possible to totally predict or control the resources that users may locate. The Board cannot guarantee the accuracy of the information or the appropriateness of materials that a user may encounter. Furthermore, the Board shall not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. Nor shall the Board be responsible for financial obligations arising through the unauthorized use of the system.

District Rights and Responsibilities

The computer system is the property of the district, and all software and hardware belong to it. Therefore, the district retains the right to monitor all access to and use of the Internet. This is inclusive of all programs and digital resources associated with such use, including online storage space, email accounts, and web-based programs associated with and provided by the district.

The Board designates the Superintendent as the coordinator of the district system. He/she shall recommend to the Board of Education qualified staff persons to ensure provision of individual and class accounts necessary for access to the Internet, designation of quotas for disk usage on the system, establishment of a document retention schedule, establishment of a virus protection process and coordination of other activities as required to maintain the system.

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Each Principal shall coordinate the district system in his/her building by approving all activities for that building; ensuring that teachers receive proper training in the use of the system; ensuring that students are adequately supervised when using the system; maintaining executed user agreements; and interpreting this acceptable use policy at the building level.

Access to the System

The Acceptable Use of Computer Networks/Technology Devices and Resources Policy (File Code 2361) shall govern all use of the system. Sanctions for student misuse of the system shall be included in the disciplinary code for students, as set out in regulations for Policy 5600 Student Discipline/Code of Conduct. Employee misuse may result in appropriate discipline in accord with the collective bargaining agreement and applicable laws and regulations.

The Board shall ensure the acquisition and installation of blocking/filtering software to deny access to certain areas of the Internet.

Internet Access

All students and employees of the Board shall have access to the Internet through the district's networked or stand-alone devices.

Student E-mail Accounts

Students shall be granted email accounts as necessary to support instruction and access to digital resources. The district may provide email access to students based on the program or grade level.

District Employees

District employees shall be provided with an district email account. They will be required to sign the Acceptable Use of Computer Networks/Computers and Resources Policy (File Code 2361).

District Website

The Board authorizes the Superintendent to establish and maintain a district website. The purpose of the website will be to inform the district educational community of district programs, policies and practices.

Individual schools and classes may also establish websites that include information on the activities of that school or class. The Building Principal shall oversee these websites.

The Superintendent shall publish and disseminate guidelines on acceptable material for these websites. The Superintendent shall also ensure that district and school websites do not disclose personally identifiable information about students without prior written consent from parents/guardians. Consent shall be obtained on the form developed by the State Department of

Springfield Public Schools

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Education. "Personally identifiable information" refers to student names, photos, addresses, e-mail addresses, phone numbers and locations and times of class trips.

Parental Notification and Responsibility

The Superintendent shall ensure that parents/guardians are notified about the district network and the rules governing its use parents/guardians shall sign the Acceptable Use of Computer Networks/Computers and Resources Policy (File Code 2361) to allow their child(ren) to utilize district technology resources.

Student Safety Practices

Students shall not post personal contact information about themselves or others. Nor shall students engage in any kind of personal contact with individuals they meet online. Attempts at contact from such individuals shall be reported immediately to the staff person monitoring that child's access to the Internet. Personal contact information includes but is not limited to names, home/school/work addresses, telephone numbers, or personal photographs.

Prohibited Activities

Users shall not attempt to gain unauthorized access to the district system or to any other computer system through the district system, nor shall they go beyond their authorized access. This includes attempting to log in through another individual's account or accessing another's files.

Users shall not deliberately attempt to disrupt the district's computer system performance or destroy data by spreading computer viruses, worms, "Trojan Horses," trap door program codes or any similar product that can damage technology devices, computer systems, firewalls, servers or network systems.

Users shall not use the district system to engage in illegal activities.

Users shall not access material that is profane or obscene, that advocates illegal acts, or that advocates violence or hate. Inadvertent access to such material should be reported immediately to the supervising staff person.

Users shall not plagiarize material that is available on the Internet. Plagiarism is presenting another's ideas/words as one's own. This can include presenting AI generated content as their own as outlined in Policy 2365 Acceptable Use of Generative Artificial Intelligence (AI).

Users shall not infringe on copyrighted material and shall follow all dictates of copyright law and the applicable policies of this district.

Prohibited Language

Prohibited language applies to public messages, private messages, and material posted web pages.

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Users shall not send or receive messages that contain obscene, profane, lewd, vulgar, rude, inflammatory, or threatening language.

Users shall not use the system to spread messages that can reasonably be interpreted as harassing, discriminatory or defamatory.

System Security

Users are responsible for their accounts and should take all reasonable precautions to prevent unauthorized access to them. In no case should a user provide his/her password to another individual.

Users shall immediately notify the supervising staff person or data processing department if they detect a possible security problem. Users shall not access the system solely for the purpose of searching for security problems.

Users shall not install or download software or other applications without permission of the supervising staff person.

Users shall follow all district virus protection procedures when installing or downloading approved software.

System Limits

Users shall access the system only for educational, professional or career development activities. This applies to discussion group mail lists, instant message services and participation in Internet "chat room" conversations. The district maintains the right to delete files as necessary.

Privacy Rights

Electronic devices provided by the district are equipped with recording capabilities and may record or collect information on your activity or your use of the device. The Springfield Public Schools shall not use any of the recording capabilities in a manner that would violate your privacy rights or any individual residing with you. In accordance with N.J.S.A. 18A:36-39, any device provided by the district may be equipped with recording capabilities and may record or collect information on your activity or use. Springfield Public Schools shall not use any of the recording capabilities in a manner that would violate your privacy rights or any individual residing with you. In addition, users' files and other electronic storage areas shall be considered district property for purposes of inspection and control. The system administrator may access all such files and communications.

Individuals should have no expectation of privacy with respect to their files, communications and use of any district-issued device and/or network. All data stored, transmitted and accessed by users, including, but not limited to, email, online forums and messaging, can and will be monitored.

N.J.A.C. 6A:26-6.1 et seq.

Springfield Public Schools Policy

N.J.S.A. 18A:36-39
17 U.S.C. 101 et seq.

Adopted: 18 March 2019
Revised: 19 October 2020
First Reading: July 28, 2025
Adopted:

DRAFT

Springfield Public Schools Policy

P 2361 - ACCEPTABLE USE OF COMPUTER NETWORKS/TECHNOLOGY DEVICES AND RESOURCES (M)

Overview

Access to information is fundamental to citizenship and the foundation for further educational attainment. The Board generally supports access by staff and students to educational technology that allows rich information resources along with the development of appropriate skills to analyze and evaluate such resources. The goal in providing educational technology to teachers, staff and students, is to promote educational excellence in Springfield Public Schools by facilitating resource sharing, innovation and communication. Any use of this educational technology and/or electronic communication that substantially disrupts or interferes with the orderly operation of the school or the rights of other students will not be tolerated in or outside of the school facilities or school day. For the purposes of this Policy, "technology device" or "device" shall include, but not be limited to, portable devices such as computers, laptops, iPads, tablets, cellular telephones, or any other computing or electronic devices the school district provides to staff or students to be used as part of their educational program.

Internet Safety Protection

As a condition for receipt of certain Federal funding, the school district shall be in compliance with the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and has installed technology protection measures for all devices in the school district. The technology protection must block and/or filter material and visual depictions that are obscene as defined in Section 1460 of Title 18, United States Code; child pornography, as defined in Section 2256 of Title 18, United States Code; are harmful to minors including any pictures, images, graphic image file or other material or visual depiction that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or depicts, describes, or represents in a patently offensive way, with respect to what is suitable for minors, sexual acts or conduct; or taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

This Policy also establishes Internet safety policies and procedures in the school district as required in the Neighborhood Children's Internet Protection Act (NCIPA – is a subtitle of CIPA, and only affects E-Rate applicants). Policy 2361 addresses access by minors to inappropriate matter on the Internet and World Wide Web; the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; unauthorized access, including "hacking" and other unlawful activities by minors online; unauthorized disclosures, use, and dissemination of personal identification information regarding minors; and measures designed to restrict minors' access to materials harmful to minors.

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Notwithstanding blocking and/or filtering the material and visual depictions prohibited in the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act, the Board shall determine other Internet material that is inappropriate for minors.

In accordance with the provisions of the Children's Internet Protection Act, the Superintendent or designee will develop and ensure education is provided to every student regarding appropriate online behavior, including students interacting with other individuals on social networking sites and/or chat rooms, and cyberbullying awareness and response.

The Board will provide reasonable public notice and will hold one annual public hearing during a regular monthly Board meeting or during a designated special Board meeting to address and receive public community input on the Internet safety policy - Policy and Regulation 2361. Any changes in Policy and Regulation 2361 since the previous year's annual public hearing will also be discussed at a meeting following the annual public hearing.

The Internet, is an electronic communications network that provides vast, diverse and unique resources. To support the proper delivery of information via the Internet, the district has in place filtering software. Filtering software, however, is not 100% effective; while filters make it more difficult for objectionable material to be received or accessed, filters are not a solution in themselves. It is the user's responsibility not to initiate access to materials that are inconsistent with the goals, objectives and policies of the educational mission of the district. The Board believes that the benefits to staff and students from access in the form of information resources and opportunities for collaboration exceed the disadvantages.

Internet access is coordinated through a complex association of government agencies, and regional and State networks. Recognizing that the Internet is neither a regulated nor a policed entity, the Board requests that students and staff agree to use this resource of information as an aid in the learning according to the guidelines set forth. Therefore, the smooth operation of this resource relies upon the proper conduct of the end users who must adhere to these strict guidelines. These guidelines are provided so that users are aware of the responsibilities they are about to acquire. In general, this requires efficient, ethical and legal utilization of the equipment, computers, software, and network resources.

Terms and Conditions

The use of district equipment, technology devices, network resources, email and the Internet is a privilege, not a right, and inappropriate use will minimally result in the suspension and/or cancellation of those privileges. No reasonable expectation of continued use or access shall exist. The administration, faculty and staff of the Springfield Public Schools may deny, revoke or suspend specific user accounts/access. Violation of the terms of the policy may also result in more severe penalties as deemed necessary.

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1. The use of an account and/or access must be consistent with the educational objectives of the Springfield Public Schools.
2. To transmit or knowingly receive any materials in violation of any United States, New Jersey, or Springfield Public Schools regulation or law is prohibited. This includes, but is not limited to, the following: copyrighted material, threatening, harassing, pornographic, obscene, or profane material, materials related to the illegal use or manufacture of restricted substances, defamatory or discriminatory material, or material protected by trade secret. Any use of this educational technology and/or electronic communication that substantially disrupts or interferes with the orderly operation of the school or the rights of other students will not be tolerated in or outside of the school facilities or school day. It may not be used to harass, intimidate or bully any person or persons. Any violation of law through the use of this technology may be dealt with through disciplinary action and may result in the suspension and/or cancelation of privileges.
3. Commercial activities, product advertising, political lobbying and extensive personal use, including spamming, are prohibited.
4. Network Etiquette - All device users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - a. Be polite. Do not be abusive in your messages to others.
 - b. Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language, material or images.
 - c. Never reveal or share any personal or account information belonging to you or others, including name, phone number, home address and email address, unless requested by your teacher, counselor, principal and district school administrators.
 - d. Note that electronic mail (email) and other computer use or storage is not guaranteed to be private or confidential. Network or other computer use or storage areas are and will be treated as school property. Technology devices, files and communications may be accessed and reviewed by district personnel and may be accessed by other device users.
 - e. Do not use devices or the network in such a way that would disrupt the use of these resources by other people. Talk, Write, and Chat commands may be intrusive and should only be used after receiving permission from a teacher. Chain letters and Internet relay chat are misuses of the system.

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- f. Permission of the supervising staff member must be obtained before downloading large files.
 - g. Disk space is limited. Remove outdated or unneeded files promptly.
 - h. Gaining access to network resources with another person's account or a fictitious name is illegal.
5. Installation of software on any of the district's technology devices is not allowed without approval of the Technology Department.
6. Anyone found guilty of vandalism will lose device/Internet privileges and may be subject to criminal prosecution. Vandalism is defined as any malicious attempt to harm or destroy data or hardware on this system or any other system.
7. Respect the integrity of the technology system. Do not intentionally develop or activate programs that harass other users, infiltrate a computer system or alter the software components of a computer or system. This includes but is not limited to revealing, or attempting to learn or use other users' passwords, spreading viruses, attempting to "hack" into restricted systems or attempting to use administrative commands.
8. Only public domain files in which the author has given expressed written consent for online distribution may be uploaded to the system. Students and teachers may download copyrighted material only for their own use following the fair use provisions in the U.S copyright law.
9. Security of any technology system is essential. Access to electronic resources is intended for the exclusive use of authorized individuals. If you feel you can identify a security problem on the Internet, you must notify a system administrator. Do not demonstrate the problem to other users. Do not use another user's account or share your account. Doing so will result in the loss of privileges for both parties.
10. Any problems resulting from the use of an account are the liability or responsibility of the account holder or user. All account holders or users hereby release the Springfield Public Schools from any and all claims or damages, of any nature, arising from the access, use, or inability to access or use devices or the network system, and by obtaining an account or use of the devices or network system, agree to such and agree to indemnify and hold Springfield Public Schools harmless from same. Springfield Public School District makes no warranties of any kind for the information or the service it is providing.

Springfield Public Schools

Policy

11. To use the district's technology resources, all students, staff, and community members must provide a physical or digital signature on an Acceptable Use Policy Agreement. Additionally, a parent or guardian must provide a physical or digital signature on a consent form for each student.
12. Education will be provided about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
13. Electronic devices provided by the district are equipped with recording capabilities and may record or collect information on your activity or your use of the device. The Springfield Public Schools shall not use any of the recording capabilities in a manner that would violate your privacy rights or any individual residing with you. In accordance with N.J.S.A. 18A:36-39, any device provided by the district may be equipped with recording capabilities and may record or collect information on your activity or use. Springfield Public Schools shall not use any of the recording capabilities in a manner that would violate your privacy rights or any individual residing with you. In addition, users' files and other electronic storage areas shall be considered district property for purposes of inspection and control. The system administrator may access all such files and communications. Individuals should have no expectation of privacy with respect to their files, communications and use of any district-issued device and/or network. All data stored, transmitted and accessed by users, including, but not limited to, email, online forums and messaging, can and will be monitored.

Technology Device Regulations

1. Prior to the issuance of a device, staff must sign and agree to adhere to the Acceptable Use Policy. In addition, staff will be required to sign an acknowledgement when the device and its equipment are received.
2. The device is an educational tool and should be used in that capacity only. Any use of this educational technology and/or electronic communication that substantially disrupts or interferes with the orderly operation of the school or the rights of others will not be tolerated in or outside of the school facilities or school day. It may not be used to harass, intimidate or bully any person or persons. Any violation of law through the use of this technology may be dealt with through disciplinary action.
3. Once the device is issued, the student or staff member is responsible for it at all times. If the device or any of its components is suspected to be lost, the student

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or staff member must report it immediately to the main office and the Technology Department.

4. Devices may be seized at any time by district administration.
5. Keep all food and drinks away from the devices.
6. Do not physically mark up the device or its storage case with wilting, stickers, etc.
7. Do not remove the inventory tag - if the tag becomes damaged and/or worn, please report it immediately to the Technology Department.
8. Keep the device in its storage case when not in use to avoid damage.
9. The devices are individually assigned. The assigned user is the only authorized user of the device. Never share or swap devices with another person unless directed by a school administrator.
10. There is a possibility files or data stored on the device may be deleted when it requires repair. Note: All data may be deleted when the device is returned at the end of the year. All users are responsible to save and backup any schoolwork or pertinent data.
11. Keep passwords confidential.
12. Avoid touching the screen. When cleaning is necessary, gently wipe the screen's surface with a soft cloth. Never use a glass cleaner, water or any other fluids, to clean device screens.
13. Do not rest pencils/pens or other items on the keyboard. Closing the device with items on the keyboard may damage the screen.
14. Do not insert objects into ports (openings) in the device that are not intended to be inserted.
15. Do not lift or carry the devices by the screen. When moving or carrying a device, close it first.
16. Do not wedge the device in to a book bag or place it between items. Any type of disproportionate pressure against the device may damage the screen.
17. Technology devices are school district property. If a user fails to surrender their device prior to leaving the Springfield Public Schools District, that person will be in possessions of stolen property and charges will be filed.

Springfield Public Schools Policy

Discipline Regulations

This acceptable use policy shall govern all use of educational technology. Sanctions for student misuse of the district's technology resources shall be included in the disciplinary code for students, as set out in regulations for Policy 5600 Student Discipline/Code of Conduct. Employee misuse may result in appropriate discipline in accordance with the collective bargaining agreement and applicable laws and regulations.

Parent/Guardian Responsibilities

If the student technology device is sent home for use at home, the parent/guardian is responsible for the replacement cost of the device if it is intentionally or negligently damaged or not returned to the District when due. A stolen device must be reported immediately to the school and the police for the parent/guardian not to be held personally liable for the cost of replacement.

Parents are encouraged to provide a safe environment for their child to use their device at home for school assignments. A Wi-Fi Internet connection is required for the majority of the tasks while using the device. Recommended Guidelines:

- Set rules for student use at home.
- Allow use in common areas of the home where the student use can easily be monitored.
- Demonstrate a genuine interest in the child's use of the device.
- Reinforce the idea that the device is a productivity tool to support learning, rather than used as a form of entertainment.
- Become familiar with Internet safety resources

By signing the Acceptable Use Form, parents/guardians, students, and staff, commit to the student expectations and understand the consequences for violations. The district will accept an electronic signature, and the form(s) may be distributed electronically.

N.J.S.A. 2A:38A-3

Federal Communications Commission: Children's Internet Protection Act

Federal Communications Commission: Neighborhood Children's Internet Protection Act

Springfield Public Schools Policy

Adopted: 18 March 2019

Revised: 5 October 2020

First Reading: July 28, 2025

DRAFT

Springfield Public Schools

Policy

P2365 ACCEPTABLE USE OF GENERATIVE ARTIFICIAL INTELLIGENCE (AI)

The Springfield Board of Education recognizes the transformative potential of artificial intelligence (AI) to enhance teaching and learning within our schools. The Board acknowledges that AI can augment human capabilities and enrich the learning experience for students, while also recognizing that AI is not a substitute for the essential human elements of education. The Board is committed to educating students on the responsible and ethical use of these tools as per policy 2361 Acceptable Use of Computer Networks/Technology Devices and Resources and as set out in regulations for Policy 5600 Student Discipline/Code of Conduct.

For the purpose of this policy, “AI tools” refers to software applications and platforms that utilize AI technologies to perform specific tasks and solve problems that typically require human intelligence. This includes generative AI technologies that create new content from a prompt to produce text, images, video, music, code, or any other new content. The Board is committed to providing guidelines and expectations for the responsible and ethical use of AI tools by both students and staff.

While AI technology may help automate tasks, support improved decision-making, and/or perform complex tasks, it can also present challenges relating to accuracy, reliability, privacy, information security and data protection. The board’s intent in adopting this policy is to ensure that AI technology is not used as a substitute for learning or the education program, including curricula and assessments as outlined throughout board policy.. As such, this policy provides guidelines for staff and student use of AI technology in a secure, responsible, and confidential manner that aligns with the district’s values, adheres to applicable legal and/or regulatory standards, and promotes the safety and well-being of the school community.

The District is committed to protecting student privacy in compliance with applicable laws. Students and staff must not share personal information or sensitive data with AI tools. Staff and teachers shall not input or upload any identifiable student information and/or any District confidential, proprietary, or sensitive information into any AI tool. All third-party AI providers and AI-driven data collection shall adhere to strict data privacy and security protocols.

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EQUITY AND ACCESS

The Board is committed to ensuring equitable access to the benefits of AI for all students, regardless of background or circumstances. The Board will continue to monitor infrastructure, update devices, address connectivity gaps, and provide support services when needed. The district is committed to protecting student privacy and ensuring compliance with applicable laws, such as the Family Educational Rights and Privacy Act (FERPA) and the Children's Online Privacy Protection Act (COPPA).

GENERAL GUIDELINES FOR USE

AI technology users are prohibited from:

- Using AI technology to access, create, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others.
- Sharing confidential information, or personally identifiable information with AI technology regarding another student, staff member, or other person. Personally identifiable information includes, but is not limited to, a person's name, address, email address, telephone number, social security number, physical or facial "likeness", or other information that can potentially be used to identify the subject of the disclosure.
- Using AI technology with the intent to threaten, intimidate, harass, or ridicule another person.
- Using AI technology in any way that violates the Family Educational Rights and Privacy Act (FERPA), and the Children's Online Privacy Protection Act (COPPA), and any other applicable state or federal laws or regulations.
- Whenever a user is found to have violated district policy, the principal or designee may implement appropriate discipline or remediation. Improper use of AI technology may also result in civil, administrative, or criminal action in accordance with state and federal applicable laws.

The superintendent or designee will ensure parents/guardians are informed of AI technology use within the curriculum.

Springfield Public Schools Policy

GUIDELINES FOR STUDENT USE

Only district approved AI tools should be used by students for class assignments. AI should only be used within the scope of its educational intent to extend and develop independent skills, creativity, and problem solving. The following uses are prohibited:

- Unattributed Use: Copying significant portions of AI generated content without appropriate citation is considered plagiarism.
- Over-reliance: Relying on AI to do critical thinking or creative aspects of assignments when that work has been assigned to the student is not acceptable.
- Substitution: Using AI to bypass necessary steps in assignments, such as reading or analysis.
- Use as a sole source - Using AI as a sole source of an argument or evidence in a writing piece is not allowed. Supporting sources and citations are needed to ensure that the statements in writing are true.

Discipline:

As AI is evolving, it is important that students have ample instruction on how to properly use or not use these tools. Therefore, progressive consequences should be observed that begin with ensuring awareness and understanding of the tool and its appropriate use or misuse. A teacher who believes that a pupil has been academically dishonest in the use of AI, should follow the appropriate disciplinary action as outlined in Regulation 5500/5600 Exceptions for Student Conduct/Student Code of Conduct.

GUIDELINES FOR STAFF USE

Staff shall receive professional development training on the use of AI technology in the classroom. Staff will be trained as it relates to

- ethical professional use
- capabilities and limitations
- critical analysis of content produced
- how to monitor student use of AI technologies
- confidentiality
- any other content as deemed appropriate by the superintendent or designee

Teaching staff shall clarify whether students are prohibited from using AI on assignment(s) and will guide and monitor student use of AI, educating students

Springfield Public Schools Policy

about the responsible and ethical use of AI technology, its limitations and potential biases.

The district's AI Plan will be reviewed and/or revised as needed.

In the event the Superintendent determines a provision(s) of this Policy or the district's AI Plan becomes inapplicable, inappropriate, undesirable, and/or irrelevant for any reason in the school setting, the Superintendent may revise or suspend a provision(s) of this Policy or the district's AI Plan. In such a case, the Superintendent will report to the Board the reason for the revision or suspension and recommend the Board ratify the Superintendent's actions.

First Reading: July 28, 2025

Adopted:

Springfield Public Schools Policy

P 5516 - USE OF ELECTRONIC COMMUNICATION DEVICES

To support school environments in which students can fully engage with their classmates and their teachers, and to focus attention upon instruction, the Board of Education has determined the use of cell phones and other electronic communication devices by students for personal use during the school day and school activities should be limited.

As used in this Policy, “electronic communication device” includes any device with the capability to audio or video record and/or is capable of receiving or transmitting any type of communication with others. This includes, but is not limited to, any type of cameras; cellular and wireless telephones; pagers/beepers; laptop computers; watches; electronic readers; two-way radios; any audio or video broadcasting devices; ear buds; tablets; headphones; and any other device that allows a person to audio and/or video record and/or transmit, in either a real time or a delayed basis, video or still images, text, audio recordings; or other information.

The Board adopts Regulation 5516 and this Policy to address student use of an electronic communication device for personal use on school grounds during the school day, to also include, but not be limited to: during before and after school programs and during any co-curricular activity.

Nothing in Regulation 5516 and this Policy shall prohibit a student from using an electronic communication device for the purpose documented in a classified student’s Individualized Education Plan (IEP) or a plan developed under Section 504 of the “Rehabilitation Act of 1973,” 29 USC 794. A student may use an electronic communication device to monitor or address a health condition with prior permission from the Principal, in consultation with the school nurse to be documented in the student’s Individual Health Plan.

In addition, the Board believes students and/or school staff members should not be subject to having any type of personal recording taken of any student(s) or school staff member(s) for any purpose without the consent of the student and the student’s parent or the school staff member. In addition to protecting the privacy rights of students and school staff members, the Board recognizes such recordings can be disruptive to the educational program. In addition, inappropriate recordings of educational material, student assessment instruments, and/or student assessment reviews can be used to compromise the integrity of the district’s educational program or lead to academic dishonesty in the event such recordings are stored and/or transmitted to other students.

This Policy is not intended to prohibit appropriate use of electronic devices for authorized or approved official curricular or school-sponsored co-curricular activities such as yearbook photographs, athletic events, and drama production filming. A student authorized or approved to use a personal electronic communication device may not use a personal electronic communication device to access Internet sites or view information or Internet-based material that is inappropriate or would be blocked from student access by the school district’s acceptable use of computers and networks policy. Nothing in this Policy is intended to prevent a student from using their personal

Springfield Public Schools

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electronic communication device and recording school-sponsored co-curricular activities as a non-participant when the activity is open to the general public.

For the purposes of this policy, “school grounds” means and includes land, portions of land, structures, buildings, and structures that support these buildings, including, but not limited to, administrative buildings, kitchens, maintenance shops, and garages. “School grounds” also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and other recreational places owned by the local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.

N.J.S.A. 2C:33-19

Adopted: March 18, 2019
First Reading: July 28, 2025
Adopted:

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Springfield Public Schools Regulation

R 5516 - USE OF ELECTRONIC COMMUNICATION DEVICES

The following provisions govern student use of electronic communication devices on school grounds.

A. Use of Electronic Communication Devices

1. Students are prohibited from turning on and using a personal electronic communication device on school grounds during the school day or when the student is participating in a curricular or school-sponsored co-curricular activity. A student's personal electronic communication device may only be used on school grounds in an emergency situation or before and after the school day or with the permission of a school staff member supervising the student in a curricular or school-sponsored co-curricular activity. Any audio and/or video recording by a student using their personal electronic communication device with permission of a school staff member while participating in a curricular or school-sponsored activity where other students or staff members are present shall require the permission for such recording from any other student and their parent and/or staff members whose voice or image is to be recorded.
2. Under no circumstances is a student permitted to use a personal electronic communication device to communicate or take photos or videos in a restroom, locker room, shower area, or any other area where any person is removing or changing clothes and/or in any other area or location where a person has a reasonable expectation of privacy. Student use of an electronic communication device for communicating or recording is also subject to the provision of Policy 5516 and this Regulation.
3. Students are encouraged not to bring personal electronic communication devices to school. If a student chooses to bring a personal electronic communication device(s) to school, the device(s) shall be turned off by the student and passcode protected to prevent any unauthorized use of the device. The electronic communication device shall remain in the student's backpack/book bag or locker during the school day when its use is not authorized in accordance with Policy 5516 and this Regulation.
4. If a student brings a personal electronic communication device to school, the student assumes the risk of damage, theft, or loss of the electronic communication device. The school district is not responsible for lost, stolen, or damaged devices.
5. If a student needs to be in contact with their parent(s) during a time the student is not permitted to use a personal electronic device, the student shall request permission from a teaching staff member to go to the main office to use the school phone. If a parent(s) needs to be in contact with their student for an emergency, the parent(s) shall contact the main office.

Springfield Public Schools Regulation

B. Discipline

An electronic communication device used in violation of Policy 5516 will be confiscated by a school staff member or Principal or designee and the student will be subject to appropriate disciplinary action as outlined in Regulation 5500/5600 Expectations for Student Conduct/Student Code of Conduct.

First Reading: July 28, 2025

Adopted:

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Springfield Public Schools

Policy

P7523 - SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

The Board may provide technology devices to students in the school district for school district authorized use only. The purpose of this Policy is to establish general guidelines for the issuance and utilization of any school district technology device provided to students of the school district. For the purposes of this Policy, "technology device" or "device" shall include, but not be limited to, portable devices such as computers, laptops, iPads, tablets, cellular telephones, or any other computing or electronic devices the school district provides to students to be used as part of their educational program.

A technology device made available to students will not be considered a textbook or supply, as defined in N.J.S.A. 18A:34-1, mandatory to a successful completion of the classroom curriculum. Therefore, because a technology device defined in this Policy is not mandatory to a successful completion of a student's classroom curriculum, a student will not be required to obtain a technology device provided by the school district as defined in this Policy. In the event the school district provides a technology device that is deemed mandatory to a successful completion of the classroom curriculum, the school district will provide students with such a technology device consistent with its textbook or supply policies. Nothing in this Policy prohibits a student from using their personal technology device in accordance with school rules and regulations.

A technology device provided by the school district may include pre-loaded software. A student is prevented from downloading additional software onto the technology device or tampering with software installed on the technology device. Only school district authorized staff members may load or download software onto a school district provided technology device.

To receive a school district provided technology device, the parent and student must sign a School District Provided Technology Device Form requiring the parent and the student to comply with certain provisions. These provisions may include, but are not limited to:

1. A school district provided technology device must be used only by the student for school district authorized use;
2. A student shall comply with the school district's acceptable use of technology policies, in their use of any school district provided technology device;
3. Any school district provided technology device loaned to a student must be returned to the school district in the condition it was initially provided to the student considering reasonable use and care by the student;
4. The parent or student shall be responsible to reimburse the school district the cost of any technology device and/or associated accessories such as power supply, protective case, etc. that are lost, damaged beyond reasonable use or beyond its value, abandoned, missing, stolen, or cannot be returned to the school district in accordance with the terms of the School District Provided Technology Device Form;

Springfield Public Schools Policy

5. The school district may require, or offer as an option, depending on the type of technology device provided to the student, an insurance policy to be purchased by the parent or student that would cover certain losses or damage to a technology device during the time period the student has possession of the device. The parent or the student shall pay any insurance policy required deductibles in the event of a loss;
6. In the event the school district does not require the purchase of an insurance policy for a technology device or the parent or student elects not to purchase optional insurance, the parent and/or student shall be responsible for any loss or damage to the technology device in accordance with the terms of the School District Provided Technology Device Form;
7. A student will be required to report any hardware or software problems in the operation of the device to the school district staff member, designated on the School District Provided Technology Device Form, within two school days of the commencement of the problem;
8. A student must report to the school district staff member designated on the School District Provided Technology Device Form within two school days in the event the technology device has been damaged or is missing;
9. A parent or student is required to immediately file a police report in the event it is believed the technology device has been stolen. Within one school day after filing a police report, a parent or student shall notify school personnel and submit a copy of the police report to the Principal or designee;
10. A student shall be required to provide routine cleaning and care of the device in accordance with school district cleaning and care guidelines;
11. If the student is permitted to bring the device home, they must ensure the device is charged and in their possession for school use as required.
12. Any other provisions the Superintendent determines should be included on the School District Provided Technology Device Form.

The school district will provide the student and parent with written or electronic notification that the technology device provided by the school district may record or collect information on the student's activity or the student's use of the technology device if the device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. This notification shall also include a statement that the school district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent shall be required to acknowledge receipt of this notification and the parent acknowledgement shall be retained by the Principal or designee for as long as the student retains the use of the school district provided technology device. The parent acknowledgement and a signed School District Provided Technology Device Form shall be required before the issuance of a technology device to a student. In accordance with the provisions of P.L. 2013, Chapter 44, a school district failing to provide this notification shall be subject to a fine of \$250 per student, per incident. The fine shall be remitted to the New Jersey Department of Education, and shall be deposited in a fund that shall be used to provide laptop or other portable computer equipment to at-risk students as defined in N.J.S.A. 18A:7F-45.

Springfield Public Schools Policy

Students shall comply with all school district policies for the use of a school district provided technology device. A student shall be subject to consequences in the event the student violates any school district policy, including the school district's acceptable use policies; student code of conduct; any provision of this Policy; or any provision of the School District Provided Technology Device Form.

N.J.S.A. 18A:34-1

P.L. 2013, Chapter 44 – “The Anti-Big Brother Act”

Adopted: 18 March 2019

First Reading: July 28, 2025

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Budget Transfer

Attachment (A)

Account Number	Account Name	To	From
11-000-100-562-98-11	TUITION SPECIAL ED OTHER DISTR		20,000.00
11-000-213-100-00-07	NURSE SALARIES		4,426.00
11-000-213-300-00-11	Nursing/ Medical Services	4,426.00	
11-000-216-101-55-10	SALARIES SPEECH		20,573.00
11-000-216-320-55-11	RELATED SERVICES		1,200.00
11-000-216-320-55-11	RELATED SERVICES	20,573.00	
11-000-217-100-00-11	EXTRAORDINARY SALARIES	1,200.00	
11-000-219-104-00-10	SALARY CHILD STUDY TEAM		343.23
11-000-219-600-70-11	OTHER EXP OFFICE/PROF/TEST BKS	343.23	
11-000-222-177-00-10	COORDINATOR OF TECHNOLOGY	237.16	
11-000-222-300-00-15	Purchased Prof and Tech Serv		237.16
11-000-222-600-81-14	SUPPLIES ED MEDIA JDHS	199.95	
11-000-222-600-93-15	INSTRUCT SOFTWARE TECH		199.95
11-000-230-334-01-01	CONSTRUCTION PROF FEES	35,800.00	
11-000-230-339-01-01	OTHER PROF SERV		5,900.00
11-000-230-339-97-02	SUPERINTENDENT BOARD COACHING		6,829.75
11-000-230-340-01-01	CONTRACTED SERVICES RTK		4,535.00
11-000-230-340-93-03	RENTAL POSTAGE METER		430.20
11-000-230-340-93-15	PURCH TECH SERV COMPUTERS		1,875.00
11-000-230-530-81-06	POSTAGE FMG		168.75
11-000-230-530-82-09	POSTAGE EVW		900.00
11-000-230-530-82-11	POSTAGE SPECIAL SERVICES		300.00
11-000-230-530-93-03	COMMUNICATIONS POSTAGE		7,730.71
11-000-230-530-95-05	UTILITIES TELEPHONE	9,630.89	
11-000-230-580-04-01	BOARD MEMBER TRAVEL/WKSP		410.00
11-000-230-580-09-12	WORKSHOPS/TRAVEL		661.69
11-000-230-590-05-01	ELECTION EXPENSES		1,000.00
11-000-230-590-09-01	MISCELLANEOUS ADS/NEWSPAPER		1,413.35
11-000-230-590-09-12	ADVERTISING		6,000.00
11-000-230-590-97-03	INSURANCE		1,350.00
11-000-230-590-97-14	ADMINISTRATOR PURCH.SERV.JDHS		342.00
11-000-230-610-05-02	SUPERINTENDENT SUPPLIES		4,538.59
11-000-230-610-93-15	SUPP TECHNOLOGY	110.00	
11-000-240-103-00-07	PRINCIPAL SALARY		3,848.60
11-000-251-199-00-10	Unused Vacation Payout	2,254.43	
11-000-251-592-06-03	TRAVEL BUSINESS OFFICE		1,515.44
11-000-251-600-05-03	SUPPLIES CENTRAL SERV		738.99
11-000-252-100-00-10	SALARIES INFO TECH	2,692.75	
11-000-252-340-00-01	Tech Technical Services	74,550.00	
11-000-261-199-00-10	UNUSED VAC PAYOUT - CUST/MAINT	18,783.57	
11-000-261-420-00-06	MAINTENANCE SERVICES	21,872.18	
11-000-261-420-00-07	MAINTENANCE SERVICES		5,226.78
11-000-261-420-00-08	MAINTENANCE SERVICES	24,997.18	
11-000-261-420-00-09	MAINTENANCE SERVICES	12,270.20	
11-000-261-420-00-14	MAINTENANCE SERVICES	56,952.58	
11-000-261-420-94-05	CONTRACTED SERVICES/FACILITIES		20,229.46
11-000-262-100-95-05	SUB CUSTODIANS		10,900.00
11-000-262-100-95-10	OPER PLANT SERV SAL		65,978.24
11-000-262-107-95-10	NON INSTRUCTIONAL AIDES	5,595.36	
11-000-262-420-70-11	REPAIR/MAINT SPECIAL SERVICES		1,413.00
11-000-262-420-82-06	REPAIR EQUIP OFFICE FMG		4,072.00

Budget Transfer

Attachment (A)

11-000-262-490-95-05	WATER AND SEWAGE	2,033.37	
11-000-262-622-95-05	ELECTRICITY		18,331.66
11-000-263-300-94-05	MAINTENANCE OF GROUNDS		9,000.00
11-000-263-610-84-05	SUPPLIES GROUNDS		7,353.30
11-000-270-107-96-10	TRANSPORTATION AIDES	5,035.63	
11-000-270-161-96-10	SPECIAL EDUCATION PUPIL TRANS		5,035.63
11-000-270-420-96-03	PUPIL TRANS MAINT/REPAIR	1,017.80	
11-000-270-503-96-03	AID IN LIEU		2,727.00
11-000-270-515-96-03	PUPIL TRANS.SPEC.ED.JOINT AGRE	1,709.20	
11-000-291-249-00-03	DCRP	1,034.57	
11-000-291-250-97-03	INSURANCE UNEMPLOYMENT	15,500.00	
11-000-291-270-97-03	HEALTH INSURANCE		94,398.57
11-000-291-299-00-10	UNUSED SICK PAYMENT - RETIREES	77,864.00	
11-120-100-101-00-09	SALARIES TEACHERS EVW		4,420.57
11-120-100-101-01-09	SUBSTITUTES EVW	4,420.57	
11-140-100-101-00-10	SALARIES TEACHER 9-12		74,550.00
11-190-100-610-00-03	DISTRICT SUPPLIES		10,953.16
11-190-100-610-00-06	INSTRUCTIONAL SUPPLIES	9,280.42	
11-190-100-610-00-09	INSTRUCTIONAL SUPPLIES		2,277.83
11-190-100-610-00-14	INSTRUCTIONAL SUPPLIES	3,950.57	
11-214-100-101-00-09	AUTISM SALARIES	284.44	
11-214-100-106-00-09	AUTISM AIDE SALARIES		284.44
11-214-100-320-00-11	Autism Purchased Ed. Services	20,000.00	
11-401-100-100-45-06	SALARIES STUDENT ACT CLUB F	17,321.93	
11-401-100-100-45-14	SALARIES STUDENT ACTIVITY JDHS		17,321.93
11-402-100-100-00-10	SALARIES - ATHLETICS	4,299.96	
11-402-100-500-46-06	ATHLETIC PURCH.SERV.FMG		4,300.00
11-402-100-610-46-06	ATHLETIC SUPPLIES FMG		707.20
11-402-100-610-46-14	SUPPLIES ATHLETICS JDHS	7,286.24	
11-402-100-890-46-14	OTHER EXPENSES ATHLETICS JDHS		6,579.00
11-000-100-563-98-11	TUITION CNTY VO TECH	42,858.00	
11-000-100-566-98-11	TUITION PRIVATE SCHOOLS		42,858.00
11-000-230-530-95-05	UTILITIES TELEPHONE	1,100.64	
11-000-230-590-08-02	SUPT OFFICE PETTY CASH		100.64
11-000-230-590-08-03	BD SECY OFFICE PETTY CASH		1,000.00
11-000-261-420-00-06	MAINTENANCE SERVICES	5,596.35	
11-000-261-420-94-05	CONTRACTED	231.00	
11-000-262-490-95-05	WATER AND SEWAGE	3,205.20	
11-000-262-621-95-05	NATURAL GAS		9,032.55

Springfield Public Schools
Springfield, New Jersey 07081
2025-2026 School Year
Special Salaries, Fees, and Compensations

1 Bedside Instruction Rate	\$ 45.43	per hour
1a Interpreter/Translator (language)	\$ 45.43	per hour
2 Substitute and Part-time Clerks/Aides	\$ 20.00	per hour
3 Substitute Clerical Personnel (Retirees)	\$ 20.00	per hour
Business Office Support	\$ 24.00	per hour
4 Custodial Substitutes/Maintenance Worker	\$ 20.00	per hour
5 Summer Student Help	\$ 15.00	per hour
6 Rate for Mileage	\$ 0.470	per mile
7 Substitute/School Bus Drivers	\$ 25.00	per hour
8 Charge for Copies of Materials	\$ 0.05	per/page standard
	\$ 0.07	per/page legal
9 Bus Rental Fee (School Districts Only)	\$ 150.00	per day
9a Minivan Rental Fee (School Districts Only)	\$ 60.00	Per day
10 Subscription Busing	\$ 500.00	1 way
	\$ 1,000.00	Roundtrip
11 Substitute Teacher		
a. County Certificate	\$ 125.00	
b. Regular Teaching Certificate	\$ 135.00	
c. County Certificate/Certified RN	\$ 190.00	
12 Before/ After School Site Director	\$ 31.20	per hour
13 Before/ After Group Leader	\$ 25.01	per hour
14 Before/ After School Group Aide	\$ 17.04	per hour
15 Before/ After Student Aide	\$ 12.75	per hour
16 Associate Child Care Provider	\$ 25.01	per hour
17 Child Care Provider	\$ 17.04	per hour