

**SPRINGFIELD TOWNSHIP BOARD OF EDUCATION**

**Wednesday, October 15, 2025**

**2025-2026 - 288**

**REGULAR MEETING AGENDA**

**TIME: 7:00 PM**

**LOCATION: CAFETERIA**

**1. CALL TO ORDER**

Jennifer Mancini, Board President

*The meeting was called to order at: 7:01pm*

**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  |

October 15, 2025

|                         |              |        |                |
|-------------------------|--------------|--------|----------------|
| 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.

## **8. CORRESPONDENCE**

Craig Vaughn, Superintendent

## **9. SUPERINTENDENT REPORT**

Craig Vaughn, Superintendent

### **UPDATE**

- 2024-25 ABR Self-Assessment
- Student Council Elections
- OEM / Springfield Response Collaboration

### **IMPORTANT DATES**

- October 20 - 24 - School Violence Awareness Week
- October 29 - Red Ribbon Day
- October 31 - Halloween Parade & Class Parties
- November 4 - Election Day
- November 6 & 7 - School Closed / NJEA Convention
- November 10 - School Closed for Students / Staff Professional Development
- November 11 - Veterans Day / School Closed for Students / Staff Professional Development
- November 19 - Board of Education Meeting
- November 26 - Early Dismissal
- November 27 & 28 - School Closed / Thanksgiving Break
- December 5 - Springfield Township Tree Lighting Ceremony
- December 17, 18, & 19 - Early Dismissal / Parent-Teacher Conferences
- December 17 - Board of Education Meeting
- December 23 - Early Dismissal
- December 24 - January 2 - Winter Break

## **10. APPROVAL OF MINUTES**

Brielle Neroda, Board Secretary

- **REGULAR MEETING - Wednesday, September 17, 2025**
- **EXECUTIVE SESSION - Wednesday, September 17, 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 #25/26-RM-288-101**  
MONTHLY ENROLLMENT REPORT
- b) **RESOLUTION #25/26-RM-288-102**  
APPROVE THE MONTHLY HIB REPORT
- c) **RESOLUTION #25/26-RM-288-103**  
APPROVE SUBMISSION OF THE 2024-2025 HIB ANTI-BULLYING SELF EVALUATION

|   | 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

## 12. CONTRACT ADMINISTRATION

Craig Vaughn, Superintendent

- a) **RESOLUTION #25/26-RM-288-104**  
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICE AGREEMENT WITH VIRTUA AT WORK FOR OCCUPATIONAL & EMPLOYEE HEALTH SERVICES
- b) **RESOLUTION #25/26-RM-288-105**  
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICE AGREEMENT FOR A SCHOOL PHYSICIAN FOR STUDENT & EMPLOYEE HEALTH SERVICES WITH VIRTUA MEDICAL GROUP

c) **RESOLUTION #25/26-RM-288-106**

AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE TABERNACLE BOE FOR LDTC SERVICES

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

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

**13. FINANCE & BUDGET**

Craig Vaughn, Superintendent

a) **RESOLUTION #25/26-RM-288-107**

APPROVE ANTICIPATED REVENUE REPORT

b) **RESOLUTION #25/26-RM-288-108**

CERTIFY REMITTANCE TO PURCHASE ORDERS

c) **RESOLUTION #25/26-RM-288-109**

CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%

d) **RESOLUTION #25/26-RM-288-110**

CERTIFY EWEG REIMBURSEMENT REQUESTS

e) **RESOLUTION #25/26-RM-288-111**

APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

f) **RESOLUTION #25/26-RM-288-112**

MONTHLY CERTIFICATION LINE ITEM STATUS REPORT

g) **RESOLUTION #25/26-RM-288-113**

RATIFY TRANSFER OF FUNDS

h) **RESOLUTION #25/26-RM-288-114**

APPROVE MONTHLY BILL LIST

i) **RESOLUTION #25/26-RM-288-115**

APPROVE BOARD SECRETARY'S REPORT

j) **RESOLUTION #25/26-RM-288-116**

APPROVE TREASURER'S 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

#### 14. PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

a) **RESOLUTION #25/26-RM-288-117**

APPROVE PARTIAL SALARY OFFSETS THROUGH NONPROFIT SCHOOL FOOD SERVICE ACCOUNT FUNDS

b) **RESOLUTION #25/26-RM-288-118**

APPOINT SUBSTITUTE POSITIONS FOR THE 2025-2026 SCHOOL YEAR

|   | Board of Education Member | Mtn | Snd | Y | N | Abn | Abs | Nvt |
|---|---------------------------|-----|-----|---|---|-----|-----|-----|
| 1 | Mr. Dieker                |     |     |   |   |     | X   |     |
| 2 | Mrs. Donahue              |     |     | X |   |     |     |     |
| 3 | Mr. Hale                  |     |     | X |   |     |     |     |
| 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

#### 16. POLICIES & PROCEDURES

Craig Vaughn, Superintendent

a) **RESOLUTION #25/26-RM-288-119**

APPROVE A LETTER OF AGREEMENT FOR THE PHONE-FREE SCHOOLS GRANT

b) **RESOLUTION #25/26-RM-288-120**

APPROVE AMENDMENTS UPON SECOND READING & ADOPTION

c) **RESOLUTION #25/26-RM-288-121**

APPROVE THE UNIFORM STATE MEMORANDUM OF AGREEMENT

|   | 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

## 17. FACILITIES, SECURITY, & TRANSPORTATION

Craig Vaughn, Superintendent

- a) **RESOLUTION #25/26-RM-288-122**  
APPROVE MONTHLY FIRE & SECURITY DRILLS
- b) **RESOLUTION #25/26-RM-288-123**  
APPROVE USE OF FACILITIES REQUESTS
- c) **RESOLUTION #25/26-RM-288-124**  
APPROVE SUBMISSION OF THE ANNUAL COMPREHENSIVE MAINTENANCE PLAN

|   | 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

## 18. BOARD FORUM

Jennifer Mancini, Board President

- **UNFINISHED BUSINESS**

- **NEW BUSINESS**

Ms. Jeronowitz shared her thoughts on the Nurses Service Plan which included the possibility of screening for other ailments in addition to the required yearly physical.

Mr. Roberson discussed the use of our generator and the type of fuel it requires.

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

Jennifer Mancini, Board President

## 20. ADJOURNMENT

Jennifer Mancini, Board President

*A motion to adjourn the meeting was made at: 7:39PM*

Motion: Mrs. Drum

Second: Mr. Hale

*The meeting was adjourned at: 7:39*

# **SUPERINTENDENT'S REPORT**

October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #25/26-RM-288-101

## RESOLUTION ACCEPTING ENROLLMENT STATISTICS

### AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF SEPTEMBER 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 1<sup>st</sup> 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<br>June 30, 2025 | Count<br><u>September 30, 2025</u> | Difference |
|------------------------|------------------------------|------------------------|------------------------------------|------------|
| 11-105-100-101-101-105 | Pre-School Regular           | 21                     | 20                                 | -1         |
| 11-110-100-101-101-110 | Kindergarten                 | 44                     | 29                                 | -15        |
| 11-120-100-101-101-401 | First Grade                  | 30                     | 42                                 | +12        |
| 11-120-100-101-101-402 | Second Grade                 | 36                     | 31                                 | -5         |
| 11-120-100-101-101-403 | Third Grade                  | 47                     | 34                                 | -13        |
| 11-120-100-101-101-404 | Fourth Grade                 | 33                     | 47                                 | +14        |
| 11-120-100-101-101-405 | Fifth Grade                  | 38                     | 32                                 | -6         |
| 11-130-100-101-101-406 | Sixth Grade                  | 36                     | 37                                 | +1         |
| 11-212-100-101-101-100 | Multiple Disabled            | 8                      | 8                                  | NC         |
| 11-215-100-101-101-100 | Preschool Disabled PT        | 5                      | 3                                  | -2         |
| 11-000-100-56X-60X-XXX | Out-of-District<br>Placement | 1                      | 1                                  | NC         |
|                        | <b>TOTAL</b>                 | <b>299</b>             | <b>284</b>                         | <b>-16</b> |

October 15, 2025

| Month          | Enrollment | Monthly Change |
|----------------|------------|----------------|
| June 2025      | 299        |                |
| July 2025      | 287        | -12            |
| August 2025    | 283        | -4             |
| September 2025 | 284        | +1             |
| October 2025   |            |                |
| November 2025  |            |                |
| December 2025  |            |                |
| January 2026   |            |                |
| February 2026  |            |                |
| March 2026     |            |                |
| April 2026     |            |                |
| May 2026       |            |                |
| June 2026      |            |                |

;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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #25/26-RM-288-102

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT  
FOR THE TIME PERIOD OF SEPTEMBER 18, 2025 TO OCTOBER 15, 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 SEPTEMBER 18, 2025 TO OCTOBER 15, 2025:

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

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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-103**

**RESOLUTION AUTHORIZING THE SUBMISSION OF THE  
SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES UNDER  
THE ANTI-BULLYING BILL OF RIGHTS (ABR) STATEMENT OF ASSURANCES**

**WHEREAS**, by submitting the School Self-Assessment for Determining Grades under the ABR (Self-Assessment), the chief school administrator (CSA) assures that:

1. The school safety/school climate team (SS/SCT) had the lead role in completing the Self-Assessment.
2. The public was given the opportunity to comment on the Self-Assessment prior to the district board of education (BOE) approval
3. The BOE approved the Self-Assessment at a public meeting, prior to the submission to the New Jersey Department of Education (NJDOE)
4. All information in the Self-Assessment is an accurate and complete account of the status of the school's efforts implementing ABR at the time of submission, the SS/SCT's report, the public comment on the report, and the district BOE's review of and the decision on the report
5. The NJDOE or its authorized representatives will be provided access to, and the right to examine, all records, books, papers, or documents related to the Self-Assessment.
6. The grade assigned by the Commissioner for the school and for the school district will be posted on the home page of the school's website within 10 days of its receipt from the NJDOE.
7. The grade assigned by the Commissioner for the school district and each school in the district will be posted on the home page of the school's website within 10 days of its receipt from the NJDOE.
8. The BOE at a public meeting will review the grades assigned by the Commissioner for each school and school district; and

**WHEREAS**, the date of the Board of Education approval is **October 15, 2025**; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Chief School Administrator hereby certifies that he has read, understands, and will satisfy the above Assurances in their entirety, and authorizes submission of the School Self-Assessment for Determining Grades under the ABR.

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October 15, 2025

# **CONTRACT ADMINISTRATION**

October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #25/26-RM-288-104

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY  
TO THE BOARD TO EXECUTE A SERVICE AGREEMENT  
FOR OCCUPATIONAL & EMPLOYEE HEALTH SERVICES WITH  
VIRTUA MEDICAL GROUP  
FROM JULY 1, 2025 ENDING JUNE 30, 2026**

**WHEREAS**, the Township of Springfield Board of Education recognizes the need for the professional services for occupational and employee health services; and

**WHEREAS**, Virtua Medical Group, 301 Lippincott Drive, Suite 410, Marlton, N.J.08053, is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution; and

**WHEREAS**, the following represents associated costs for provided services:

| Service                                                                                                                | Price      |
|------------------------------------------------------------------------------------------------------------------------|------------|
| Pre-Placement Physical<br>(includes: medical history, height/weight, vitals, vision/color screening and provider exam) | \$90       |
| 9-Panel Urine Drug Screen with Oxy (Non-DOT)                                                                           | \$80       |
| Breath Alcohol Test                                                                                                    | \$40       |
| Breath Alcohol Test Confirmation                                                                                       | \$40       |
| PPD                                                                                                                    | \$25       |
| Tuberculosis Questionnaire                                                                                             | \$15       |
| Chest X-Ray (2 View)                                                                                                   | \$100      |
| Hepatitis B Titre                                                                                                      | \$50       |
| Hepatitis B Vaccine (Series of 3)                                                                                      | \$150 each |

**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 services with Virtua Medical Group, 301 Lippincott Drive, Suite 410, Marlton, N.J. 08053

**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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-105**

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY  
TO THE BOARD TO EXECUTE A SERVICE AGREEMENT  
FOR A SCHOOL PHYSICIAN FOR STUDENT & EMPLOYEE HEALTH SERVICES WITH  
VIRTUA MEDICAL GROUP  
FROM JULY 1, 2025 ENDING JUNE 30, 2026**

**WHEREAS**, the Township of Springfield Board of Education recognizes the need for the professional services of a school physician for student and employee health services; and

**WHEREAS**, professional services shall include the following:

1. Consultation with the Board of Education
2. Student physicals as needed
3. Physicals for uninsured Springfield Township District Employees (3-6 per year)
4. Review Authorization for emergency procedures
5. Act as a liaison between district school and family physicians
6. Scoliosis screening
7. Review Nurse's plan; and,

**WHEREAS**, Virtua MEDICAL GROUP, 301 Lippincott Drive, Suite 410, Marlton, N.J.08053, 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 services with Virtua Medical Group, 301 Lippincott Drive, Suite 410, Marlton, N.J. 08053

**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 #25/26-RM-288-106

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

**WHEREAS**, this agreement is effective the 16th day of October, 2025, between the Board of Education of the Tabernacle School District, a body corporate of the State of New Jersey, having its principal offices located at 132 New Road, Tabernacle, Burlington County, State of New Jersey, (hereinafter referred to as "Tabernacle") and the Board of Education of Springfield Township, Jacksonville-Jobstown Road, Jobstown, Burlington County, State of New Jersey (hereinafter referred to as "Springfield"); and

**WHEREAS**, in accordance with the Interlocal Services Act, N.J.S.A. 40:8A-1, et., municipal bodies, authorities and school districts desiring to provide or perform services on behalf of each other may do so by contract; and

**WHEREAS**, Springfield is in a position to provide LDTC services to the Tabernacle School District; and

**WHEREAS**, these LDTC services will be provided by Springfield to the Tabernacle School District and it is the parties intention to memorialize this arrangement by entering into this Inter-local Services Agreement and to establish the services being provided and the payments to be made by the parties hereto for said services; and

**WHEREAS**, by Springfield providing these services to the respective school district, cost savings will be effectuated; and

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

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

**A. Springfield's Responsibilities and Obligations**

1. Springfield will provide LDTC Services to Tabernacle by providing one certified LDTC, October 2025 through June 2026, for agreed upon services.
2. LDTC services shall be based upon the length of day currently specified by the agreement between the Springfield Township Education Association and the Springfield Township Board of Education (7 hours per day for the current negotiated contract).
3. In collaboration with Tabernacle, Springfield will develop a calendar of dates outlining when LDTC services will be provided; both districts agree that this calendar shall be non-binding and that dates not provided in advance shall be agreed upon on a situational basis.
4. Springfield shall provide a monthly invoice to Tabernacle based upon the submission of completed, verified (via signature by Tabernacle administration) timesheets.

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**B. Tabernacle Responsibilities and Obligations**

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

**C. Miscellaneous**

1. If any clause, sentence, paragraph, section or part of this Agreement is determined to be invalid by a Court of competent jurisdiction then such judgment shall not affect, impair or invalidate the remainder thereof but shall be limited to clause, sentence, paragraph, section or part thereof.
2. Failure of any party to either provide services or make payments as called for in this Agreement shall give the other party the right to cancel this Agreement upon sixty (60) days written notice of such default and the failure of the party to procure the same within ten (10) days of receipt of said notice.

**SCHEDULE "A"**  
**ESTIMATED COST PROJECTION**

| SCHOOL DISTRICT | 2024-2025 COST                       |
|-----------------|--------------------------------------|
| Tabernacle      | Per diem = \$478.01 (\$98,602 / 200) |
|                 | Per hour = \$68.29 (\$478.01 / 7)    |

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute an inter-local services agreement with the Board of Education of the Tabernacle School District.

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October 15, 2025

# **FINANCE & BUDGET**

October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-107**

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT  
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD  
FOR THE MONTH OF SEPTEMBER 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 SEPTEMBER 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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-108**

**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 SEPTEMBER 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 SEPTEMBER 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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-109**

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION  
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT  
FOR THE MONTH OF SEPTEMBER 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 SEPTEMBER 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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October 15, 2025

## RESOLUTION #25/26-RM-288-110

### RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS FOR THE MONTH ENDING SEPTEMBER 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 **SEPTEMBER 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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## RESOLUTION #25/26-RM-288-111

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES  
AS OF SEPTEMBER 2025 FOR THE 2025-2026 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 SEPTEMBER 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 2025-2026 Every Student Succeeds Act, IDEA Part B, IDEA Preschool, and REAP funds.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-112**

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S  
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS  
FOR THE MONTH OF SEPTEMBER 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 **SEPTEMBER 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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-113**

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR SEPTEMBER 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 SEPTEMBER 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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION  
**RESOLUTION #25/26-RM-288-114**

**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 SEPTEMBER 18, 2025 TO OCTOBER 15, 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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-115**

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S  
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS  
[BOARD SECRETARY'S REPORT]  
FOR THE MONTH OF SEPTEMBER 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 **2025-2026** 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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-116**

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

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October 15, 2025

# **PERSONNEL & NEGOTIATIONS**

October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #25/26-RM-288-117

**RESOLUTION APPROVING THE USE OF NONPROFIT SCHOOL FOOD SERVICE ACCOUNT FUNDS  
TO PARTIALLY OFFSET THE SALARY FOR INSTRUCTIONAL ASSISTANTS & CUSTODIAL STAFF  
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2025-2026 SCHOOL YEAR**

**WHEREAS**, School Food Authorities (SFAs) must ensure that Program funds are used solely for the operation and improvement of Child Nutrition Programs in compliance with federal regulations 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; and

**WHEREAS**, in accordance with federal regulations and state laws, funds used for personnel directly involved in operating or administering Child Nutrition Programs who have monitoring duties assigned to them as part of, or integral to, their regular food service program responsibilities and a prorated portion of salaries of janitorial staff for services performed specifically for the School Nutrition Program (SNP) operation are allowable uses of Program funds; and

**WHEREAS**, the Springfield Township Public School District (hereinafter the "district") has identified these uses of Nonprofit School Food Service Account (NSFSA) funds as an allowable and approved source for partially offsetting the salary of instructional assistants whose responsibility includes cafeteria monitoring and certain custodial staff responsible whose duties include areas specific to the School Nutrition Program operation; and

**WHEREAS**, the use of NSFSA funds for the partial offset of salary shall be as follows:

| Staff Member      | 2025-26Salary | Hours Per Day | Hours Specific to SNP Operation | SNP % of Total Hours Per Day | NSFSA Salary Offset |
|-------------------|---------------|---------------|---------------------------------|------------------------------|---------------------|
| Annette Capra     | \$19,476      | 4.75          | 0.5                             | 10.5%                        | \$2,045             |
| Carolyn Gripp     | \$17,086      | 4.75          | 0.5                             | 10.5%                        | \$1,794             |
| Evi Fennessy      | \$18,990      | 4.75          | 1.0                             | 21%                          | \$3,988             |
| Deb Adams         | \$17,086      | 4.75          | 1.0                             | 21%                          | \$3,588             |
| Kristin Pollack   | \$27,301      | 7             | 0.5                             | 7%                           | \$1,911             |
| Brielle Capra     | \$19,476      | 4.75          | 0.5                             | 10.5%                        | \$2,045             |
| Amy Cassidy       | \$18,276      | 4.75          | 0.5                             | 10.5%                        | \$1,919             |
| Margaret Gonzalez | \$18,276      | 4.75          | 0.5                             | 10.5%                        | \$1,919             |
| Janice Hill       | \$17,315      | 4.75          | 0.5                             | 10.5%                        | \$1,818             |
| Chelsea Swangler  | \$41,259      | 8             | 1.0                             | 12.5%                        | \$5,157             |

**NOW, THEREFORE, BE IT RESOLVED**, the Township of Springfield Board of Education, County of Burlington, State of New Jersey, hereby approves the use of NSFSA funds to partially offset the salary of the above named employees; and

October 15, 2025

***BE IT FURTHER RESOLVED***, that the district administration is authorized to take all necessary actions to ensure the proper allocation and reporting of these funds in accordance with federal and state regulations governing NSFSA expenditures.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-118**

**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, custodians, and EDC staff are such personnel

| Teachers | Aides | Custodians | Nurses          | EDC Staff |
|----------|-------|------------|-----------------|-----------|
|          |       |            | Kelly Massiello |           |

; 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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October 15, 2025

# **CURRICULUM & TECHNOLOGY**

October 15, 2025

# **POLICIES & PROCEDURES**

October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #25/26-RM-288-119

## RESOLUTION APPROVING A LETTER OF AGREEMENT FOR THE PHONE-FREE SCHOOLS GRANT

**WHEREAS**, the New Jersey Department of Education (NJDOE) has established the *Phone-Free Schools Program* to support districts in developing and implementing Bell-to-Bell policies that require students' internet-enabled devices to be securely stored during the instructional day; and

**WHEREAS**, the *Phone-Free Schools Program* provides funding for two allowable purposes:

1. The purchase of storage solutions that enable the collection of student devices at building or classroom entry and ensure secure, day-long restriction of access (e.g., locked pouch systems, centralized lockers/bins, check-in cabinets, and associated unlocking/collection hardware); and
2. The provision of training for staff on the adopted Bell-to-Bell policy and storage procedures to ensure consistent implementation across schools; and

**WHEREAS**, the NJDOE requires participating districts to complete and submit a signed Letter of Agreement (LOA), and to adopt a formal Board of Education resolution accepting the award prior to the release of funds; and

**WHEREAS**, the Springfield Township Board of Education recognizes the importance of promoting a focused, distraction-free learning environment for all students and is committed to implementing a policy consistent with the NJDOE's Bell-to-Bell cell phone guidelines;

**NOW, THEREFORE, BE IT RESOLVED** that the Springfield Township Board of Education formally accepts the *Phone-Free Schools Program* award as outlined in the Letter of Agreement; and

**BE IT FURTHER RESOLVED** that the Board authorizes the Superintendent of Schools and the Business Administrator/Board Secretary to execute the required Letter of Agreement and any related documents necessary for participation in the program; and

**BE IT FURTHER RESOLVED** that the Board directs district administration to record and report the grant award in accordance with NJDOE guidance, specifically by recording the revenue under account **20-3290 (Other Restricted Entitlements)** within the **Special Revenue Fund**, and by recording related appropriations and expenditures under appropriate existing function and object codes; and

**BE IT FINALLY RESOLVED** that the Board supports the development, adoption, and staff training related to the district's Bell-to-Bell cell phone policy, ensuring compliance with all requirements of the *Phone-Free Schools Program*.

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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #25/26-RM-288-120

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

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

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

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

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

| File Code | Name                                  | Alert # |
|-----------|---------------------------------------|---------|
| P 6111    | Special Education Medicaid Initiative | 235     |
| P 6220    | Budget Preparation                    | 235     |
| R 1570    | Internal Controls                     | 235     |
| R 6111    | Special Education Medicaid Initiative | 235     |
| R 6220    | Budget Preparation                    | 235     |

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

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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #25/26-RM-288-121**

**RESOLUTION AUTHORIZING THE PRESIDENT AND SUPERINTENDENT  
TO EXECUTE A UNIFORM STATE MEMORANDUM OF AGREEMENT  
AND A MEMORANDUM OF UNDERSTANDING  
AS APPROVED BY THE NEW JERSEY DEPARTMENTS OF LAW & PUBLIC SAFETY AND EDUCATION  
BETWEEN THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT  
AND THE OFFICE OF THE BURLINGTON COUNTY PROSECUTOR  
FOR THE 2025/2026 SCHOOL YEAR**

**WHEREAS**, the N.J.A.C. 6:29-10.1, under Sub-chapter 10 - Safe and Drug Free Schools, establishes policies and procedures for cooperation between local school districts and law enforcement operations and activities on or near school grounds to ensure a safe school environment; and

**WHEREAS**, N.J.A.C. 6A: 16-6.2(b) 13-15 establish uniform statewide policies and procedures for ensuring cooperation between education officials and law enforcement agencies and that these policies are consistent with and complementary to the "Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials" as a commitment for both professional communities to work together as equal partners to address problems involving drug and alcohol problems as well as the problem of firearms and other weapons brought onto school property as well as school safety and security, harassment, intimidation and bullying, hazing, gang reporting, computer crimes, station house adjustments, school law enforcement units, School Violence Awareness Week and other current issues of concern as well as clarification on issues such as child abuse reporting; and

**WHEREAS**, if at least one school building of a school district is equipped with video surveillance equipment that is capable of streaming live video wirelessly to a remote location, the board of education and local law enforcement must enter into a Memorandum of Understanding (MOU) which provides the authorities with the capacity to activate the equipment and view the live streaming video; and

**WHEREAS**, the Superintendent of Schools recommends the execution of said Memorandum of Agreement and Memorandum of Understanding; 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 the Business Administrator/Secretary to the Board shall fully execute the Agreement for the **2025-2026** school year and that the executed documents be forwarded to the Executive County Superintendent of Schools, Burlington County Prosecutor's Office, the Law Enforcement Chief Executive of the Township of Springfield Police Department, as well as each Principal in the Township of Springfield School District; and

**BE IT FURTHER RESOLVED** that the Superintendent of Schools shall retain a copy, upon return from the Executive County Superintendent of Schools, of the executed Agreement so as to be available for public inspection and review.

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October 15, 2025

# **FACILITIES, SECURITY, & TRANSPORTATION**

October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #25/26-RM-288-122

### 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 **SEPTEMBER 2025**:

|                           |                           |                            |
|---------------------------|---------------------------|----------------------------|
| <b>Date / Time</b>        | September 8, 2025 10:45AM | September 16, 2025 10:03AM |
| <b>Type of Drill</b>      | Fire Drill                | Lockdown                   |
| <b>Duration of Drill</b>  | 2:50                      | 5:37                       |
| <b>Weather Conditions</b> | Sunny 69*                 | Cloudy 70*                 |
| <b>Participants</b>       | Staff/Students            | Staff/Students             |
| <b>Drill Supervisor</b>   | 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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October 15, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #25/26-RM-288-123

**RESOLUTION APPROVING CERTAIN APPLICATIONS  
FOR USE OF FACILITIES OF THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

**WHEREAS,** the Board of Education makes available to the general public the use of certain school facilities under administrative controls and rules and regulations; and

**WHEREAS,** the below listed entities have filed a "Facilities Use Application" and the necessary documentation has been submitted and reviewed by the Business Administrator/ Secretary to the Board and she recommends approval:

| ORGANIZATION/GROUP                 | DATE                   | TIME                  | ACTIVITY                     | AREA      |
|------------------------------------|------------------------|-----------------------|------------------------------|-----------|
| Springfield Rec                    | 11/17/25               | 5:00 PM -<br>8:30 PM  | Strength & Agility<br>Clinic | Gymnasium |
| Northern Burlington<br>Soccer Club | 10/4/25                | 7:00 AM -<br>2:00 PM  | Soccer Photos                | Gymnasium |
| Springfield Rec                    | 2/6/26<br>&<br>2/20/26 | 5:00 PM -<br>7:30 PM  | Heart Health<br>Event        | Gymnasium |
| H&S Association                    | 10/23/25               | 12:15 PM -<br>3:00 PM | Mad Science<br>Assembly      | Gymnasium |

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the above list of "Facilities Use Applications" is hereby approved.

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October 15, 2025

## RESOLUTION #25/26-RM-288-124

### RESOLUTION APPROVING THE SUBMISSION OF AN ANNUAL COMPREHENSIVE MAINTENANCE PLAN PURSUANT TO N.J.A.C. 6:24-2.1 & N.J.A.C. 6:24-2.2

**WHEREAS**, N.J.A.C. 6:24-2.1 provides that each school district shall determine the required maintenance activities that pertain to each school facility in the district, and shall report these activities in its annual comprehensive maintenance plan; and

**WHEREAS**, N.J.A.C. 6:24-2.2(a) defines required maintenance expenditures as expenditures for required maintenance activities set forth in N.J.A.C. 6:24-2.1 shall qualify as investments in maintenance for purposes of calculating the maintenance factor (M) in N.J.S.A. 18A:7G-9 and such expenditures shall also be used to determine the required maintenance expenditure for the year prior to the filing year; and

**WHEREAS**, N.J.A.C. 6:24-2.2(b) describes the types of expenditures that qualify as required maintenance to include supplies and materials, contracted labor and salaries of district employees who are exclusively dedicated to the performance of required maintenance activities, or for the payment of contracts for required maintenance; and

**WHEREAS**, N.J.A.C. 6:24-2.2(c) provides that existing school facilities for which a district seeks State facilities aid pursuant to EFCFA for rehabilitation or alteration, the required maintenance expenditure shall equal two percent (2%) of its replacement cost over the previous ten (10) years; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the annual comprehensive maintenance plan is hereby approved; and

**BE IT FURTHER RESOLVED**, that the Board of Education has been provided with a copy of the Annual Maintenance Budget Amount Worksheet per N.J.A.C. 6A:26A (Form M-1) and approves its submission; and

**BE IT FURTHER RESOLVED** that the following calculations are contained on the Form M-1 report:

| <u>School</u> | <u>Gross Building Area</u> | <u>Building Replacement Value</u> | <u>PY's Actual Current Year Budgeted Expenditures (see detailed sheet)</u> | <u>Minimum Annual Target Expenditure FY 2026-2027</u> | <u>Anticipated Budget FY 2026-2027</u> |
|---------------|----------------------------|-----------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------|
| Elementary    | 43,320 sq ft               | \$ 6,194,760                      | \$2,188,528                                                                | \$ 12,390                                             | \$ 197,310                             |

**BE IT FURTHER RESOLVED** that the Maximum Maintenance Reserve Amount is calculated as **two hundred forty seven thousand seven hundred ninety dollars (\$247,790)** and the Current District Maintenance Reserve Amount is **two hundred twenty three thousand sixty six dollars (\$223,066)**, thus the Springfield Township School District can transfer up to **twenty four thousand seven hundred twenty four dollars (\$24,724)** to the Maintenance Reserve Account.

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