

SPRINGFIELD TOWNSHIP BOARD OF EDUCATION

Wednesday, November 19, 2025

2025-2026 - 323

REGULAR MEETING AGENDA

TIME: 7:00 PM

LOCATION: CAFETERIA

1. CALL TO ORDER

Jennifer Mancini, Board President

The meeting was called to order at: 7:04 PM

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

- QSAC Report of Results
Mr. Vaughn gave a presentation on the QSAC results and scores. A District Improvement Plan will be in place to better our Fiscal score of 68% with a goal of 80% or higher.

November 19, 2025

6. COMMITTEE UPDATES

Jennifer Mancini, Board President

Committee	Chair	Committee	Chair
Finance	Mr. Hale	Personnel	Mrs. Drum
Buildings, Grounds, & Transportation	Mrs. Donahue	Negotiations	Mr. Hale
Curriculum & Technology	Mr. Roberson	Policy	Ms. Jeronowitz

Ms. Jeronowitz shared that the policy committee met and discussed the Grant for cell phone usage specifically for 6th grade students.

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.

No public comments were made

8. CORRESPONDENCE

Craig Vaughn, Superintendent

NONE

9. SUPERINTENDENT REPORT

Craig Vaughn, Superintendent

UPDATE

Mr. Vaughn gave an update on the following:

- Thanksgiving Activities **Tuesday 11/25 2 shows available**
- STEAM Summit **At our 11/11 PD day SAM labs presented, we had 16 teachers/admin join us from other districts**
- Trees for Schools Grant **Update Planting will begin in the Spring**

IMPORTANT DATES

- November 21 - High Five Movie Night
- November 25 - Thanksgiving Entertainment Assemblies
- November 26 - Early Dismissal
- November 27 & 28 - School Closed / Thanksgiving Break
- December 2 - Trimester 1 Ends
- December 17, 18, & 19 - Early Dismissal / Parent-Teacher Conferences
- December 17 - Board of Education Meeting
- December 20 - Trimester 1 Academic Awards Assembly
- December 23 - Early Dismissal

- December 24 - January 2 - Winter Break
- January 5 - School Reopens
- January 7 - Board of Education Reorganization Meeting
- January 13 - H&S Association Meeting
- January 16 - Early Dismissal / Staff Professional Development
- January 19 - School Closed / Observance of Martin Luther King Day

10. APPROVAL OF MINUTES

Brielle Neroda, Board Secretary

- **REGULAR MEETING - Wednesday, October 15, 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				
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

11. SUPERINTENDENT'S REPORT (ENROLLMENT & HIB)

Craig Vaughn, Superintendent

- a) **RESOLUTION #25/26-RM-323-101**
MONTHLY ENROLLMENT REPORT
- b) **RESOLUTION #25/26-RM-323-102**
APPROVE THE MONTHLY HIB REPORT

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

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

12. CONTRACT ADMINISTRATION

Craig Vaughn, Superintendent

13. FINANCE & BUDGET

Craig Vaughn, Superintendent

- a) **RESOLUTION #25/26-RM-323-103**
APPROVE ANTICIPATED REVENUE REPORT
- b) **RESOLUTION #25/26-RM-323-104**
CERTIFY REMITTANCE TO PURCHASE ORDERS
- c) **RESOLUTION #25/26-RM-323-105**
CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%
- d) **RESOLUTION #25/26-RM-323-106**
CERTIFY EWEG REIMBURSEMENT REQUESTS
- e) **RESOLUTION #25/26-RM-323-107**
APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
- f) **RESOLUTION #25/26-RM-323-108**
MONTHLY CERTIFICATION LINE ITEM STATUS REPORT
- g) **RESOLUTION #25/26-RM-323-109**
RATIFY TRANSFER OF FUNDS
- h) **RESOLUTION #25/26-RM-323-110**
APPROVE MONTHLY BILL LIST
- i) **RESOLUTION #25/26-RM-323-111**
APPROVE BOARD SECRETARY'S REPORT
- j) **RESOLUTION #25/26-RM-323-112**
APPROVE TREASURER'S REPORT
- k) **RESOLUTION #25/26-RM-323-113**
APPROVE TRAVEL AND RELATED EXPENSE REIMBURSEMENT

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

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

14. PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

- a) **RESOLUTION #25/26-RM-323-114**
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	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

15. CURRICULUM & TECHNOLOGY

Craig Vaughn, Superintendent

16. POLICIES & PROCEDURES

Craig Vaughn, Superintendent

a) RESOLUTION #25/26-RM-323-115

APPROVE AMENDMENTS UPON FIRST READING & INTRODUCTION

b) RESOLUTION #25/26-RM-323-116

APPROVE QSAC DISTRICT IMPROVEMENT PLAN SUBMISSION

	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

17. FACILITIES, SECURITY, & TRANSPORTATION

Craig Vaughn, Superintendent

a) RESOLUTION #25/26-RM-323-117

APPROVE MONTHLY FIRE & SECURITY DRILLS

b) RESOLUTION #25/26-RM-323-118

APPROVE USE OF FACILITIES REQUESTS

c) RESOLUTION #25/26-RM-323-119

APPROVE FALL BUS EVACUATION DRILLS

	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**

Mr.Vaughn discussed safety concerns of the walkway between school and gym not being enclosed.

Asked permission from the Board to propose to the architect and get an estimate.

Mr.Vaughn also mentioned in the near future a priority to fix the waste water treatment plant and shingles on the roof as well.

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

Jennifer Mancini, Board President

NONE

20. ADJOURNMENT

Jennifer Mancini, Board President

The meeting was adjourned at 7:59 PM

Motion: Mr.Roberson

Second: Mrs.Donahue

SUPERINTENDENT'S REPORT

November 19, 2025

RESOLUTION #25/26-RM-323-101**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF OCTOBER 2025**

WHEREAS, the Board of Education recognizes the importance of maintaining accurate registers for all students enrolled in the Springfield Township School District; and

WHEREAS, the Board of Education also relies on accurate enrollment counts for such reports as the Application for State School Aid Report, the annual Budget Statements, the annual December 1st Special Education Report, Fall Enrollment Report and the Average Daily Attendance Report; and

WHEREAS, the Superintendent of Schools has received and compiled school registers from each of the schools in the School District which have been cross-checked with active home room rosters and Child Study Team class listings with the resulting summary table being generated:

Expense Account #	Grade Level/Program	Count June 30, 2025	Count <u>October 31, 2025</u>	Difference
11-105-100-101-101-105	Pre-School Regular	21	20	-1
11-110-100-101-101-110	Kindergarten	44	28	-16
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	31	-7
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	2	-3
11-000-100-56X-60X-XXX	Out-of-District Placement	1	1	NC
	TOTAL	299	281	-18

Month	Enrollment	Monthly Change
June 2025	299	
July 2025	287	-12
August 2025	283	-4
September 2025	284	+1
October 2025	281	-3
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.

November 19, 2025

RESOLUTION #25/26-RM-323-102

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE TIME PERIOD OF OCTOBER 16, 2025 TO NOVEMBER 19, 2025
PURSUANT TO BOARD OF EDUCATION POLICY 5512**

WHEREAS, the Springfield Township Board of Education believes that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Since students learn by example, school administrators, faculty, staff, and volunteers are required to demonstrate appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation or bullying. Harassment, intimidation or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Therefore, the school district will not tolerate acts of harassment, intimidation or bullying;

WHEREAS, harassment, intimidation or bullying is defined as any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school grounds, at any school-sponsored function or on a school bus, or off school grounds, in accordance with law, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students, and that:

A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the students property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or has the effect of insulting or demeaning any student or group of students; or creates a hostile educational environment for the student by interfering with the students education or by severely or pervasively causing physical or emotional harm to the student; and

WHEREAS, the results of each investigation shall be reported to the board of education no later than the date of the next board meeting following the completion of the investigation, and include:

1. Any services provided;
2. Training established;
3. Discipline imposed; or
4. Other action taken or recommended by the chief school administrator; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools reports the results of the following harassment, intimidation or bullying incidents for the month of **OCTOBER 16, 2025 TO NOVEMBER 19, 2025**:

School Location	# Cases Reported	# Cases Confirmed
Springfield Elementary School	2	0

CONTRACT ADMINISTRATION

FINANCE & BUDGET

November 19, 2025

RESOLUTION #25/26-RM-323-103

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

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

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

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

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

Brielle Neroda
Board Secretary

RESOLUTION #25/26-RM-323-104

**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 OCTOBER 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 OCTOBER 2025 Credit-Disbursement Report detailing the changes is hereby approved and that any and all adjustments against Board of Education obligations therein enumerated for equipment, material and supplies, furnished and delivered and for work done and performed and certified as correct by the Secretary of the Board of Education, and when funds are available; and

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

RESOLUTION #25/26-RM-323-105

RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF OCTOBER 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 OCTOBER 2025 monthly transfer report detailing the percentage change in transfers is hereby approved; and

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

RESOLUTION #25/26-RM-323-106

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS FOR THE MONTH ENDING OCTOBER 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 OCTOBER 2025 for review and certification; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Board certifies the EWEG submissions as listed on the "**SUMMARY PAGE, Monthly Disbursement Report - Fund 20 Only**".

RESOLUTION #25/26-RM-323-107

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

RESOLUTION #25/26-RM-323-108

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

FOR THE MONTH OF OCTOBER 2025

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

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

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

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

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

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

Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of OCTOBER 2025 no budgetary line item account has obligations and payments, understood as contractual orders, which in total exceed the amount appropriated by the Township of Springfield Board of Education pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:22-8.1.

RESOLUTION #25/26-RM-323-109

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR OCTOBER 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 **OCTOBER 2025**, recorded as adjustments according to the attached report, so as to provide for the thorough and efficient education of Springfield Township School District pupils; and

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION
RESOLUTION #25/26-RM-323-110

**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 OCTOBER 16, 2025 TO NOVEMBER 19, 2025 (hereinafter "period"); and,

WHEREAS, the Board of Education wishes to authorize payment of said bills and to ratify the prior payment of obligations through the issuance of current fund hand checks as detailed in the report of bills; and,

WHEREAS, the New Jersey Quality Single Accountability Continuum (hereinafter "NJQSAC"), District Performance Review, B. Financial and Budgetary Control, Section j. requires that "Manual checks represent less than one percent of the checks issued on an annual basis (inter-fund payments are excluded from this requirement.); and,

WHEREAS, bank transfer(s) are transfers between accounts during the period as listed in the report of bills.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that payment of bills for the period listed on the check register are hereby authorized; and,

BE IT FURTHER RESOLVED that the Board certifies the check register and bank/wire transfers as listed on the "**BILL LIST**" report.

RESOLUTION #25/26-RM-323-111

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

RESOLUTION #25/26-RM-323-112

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

RESOLUTION #25/26-RM-323-113

**RESOLUTION APPROVING TRAVEL AND RELATED EXPENSE REIMBURSEMENT
& RETROACTIVELY APPROVING TRAVEL & RELATED EXPENSES
FOR SPRINGFIELD TOWNSHIP SCHOOL DISTRICT EMPLOYEES
PURSUANT TO P.L. 2007, C.53 AND BOARD OF EDUCATION POLICY #6471**

WHEREAS, Public Law 2007, c.53 provides for the regulation of travel expenditures which are those costs paid by the school district using local, State, or federal funds, whether directly by the school district or by employee reimbursement, for travel by school district employees and district board of education members, to the following four types of travel events:

[1] training and seminars which means all regularly scheduled, formal residential and non-residential training functions, conducted at a hotel, motel, convention center, residential facility, or at any educational institution or facility;

[2] conventions and conferences which means general programs, sponsored by professional associations on a regular basis. Which address subjects of particular interest to a school district or are convened to conduct association business. The primary purpose of employee attendance at conferences and conventions is the development of new skills and knowledge or the reinforcement of those skills and knowledge in a particular field related to school district operations. These are distinct from formal staff training and seminars, although some training may take place at such events;

[3] regular school district business which means all regular official business travel, including attendance at meetings, conferences and any other gathering which are not covered by the definitions included in other section of P.L. 2007, c.53;

[4] retreats which means meetings with school district employees and school board members, held away from the normal work environment at which organizational goals and objectives are discussed. If available, school district facilities shall be utilized for this type of event.

; and

WHEREAS, a board of education implemented Policy #6471 which regulates travel expenditures for School District employees and school board members that are in accordance with P.L. 2007, c.53;

WHEREAS, each district board of education shall maintain separate accounting for school district travel expenditures as necessary, to ensure compliance with the school district's maximum travel expenditure amount. This may include, but need not be limited to, a separate offline accounting of such expenditures or expanding the school district's accounting system. The tracking system shall be sufficient to demonstrate compliance with P.L. 2007, c.53 and Board of Education Policy #6471, and shall provide auditable information;

WHEREAS, the below listing has been submitted for approval by the Board of Education:

Employee Name			
District Assignment			
Travel Date(s)			
Travel Destination			
Travel Type			
Sponsoring Entity			
Event Description			
Funding Source			
Account Series			
Registration Fee			
M&IE Allowance			
Mileage Estimate			
Tolls & Other Transportation			
Hotel/Motel Rate			
Miscellaneous Exp (Parking)			
TOTAL			

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

PERSONNEL & NEGOTIATIONS

November 19, 2025

RESOLUTION #25/26-RM-323-114

**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
Taylor Zola	Taylor Zola			

; and

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

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

CURRICULUM & TECHNOLOGY

November 19, 2025

POLICIES & PROCEDURES

November 19, 2025

RESOLUTION #25/26-RM-323-115

RESOLUTION APPROVING BOARD OF EDUCATION 2025/2026 POLICY, BYLAWS AND REGULATION REVISIONS UPON FIRST READING AND INTRODUCTION

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

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

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

WHEREAS, the following is the **first** reading for introduction of the policies & regulations, which include:

File Code	Name	Alert #
R 5516	Use of Electronic Communication Devices	NA

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

RESOLUTION #25/26-RM-323-116

RESOLUTION APPROVING THE NJQSAC DISTRICT IMPROVEMENT PLAN AND SUBMISSION TO THE BURLINGTON COUNTY OFFICE OF EDUCATION

WHEREAS, N.J.A.C.6A:30-1.1 establishes rules to implement the New Jersey Quality Single Accountability Continuum (hereinafter “NJQSAC”) system, as required by N.J.S.A. 18A:7A-3, for evaluating and monitoring all public school districts in the State of New Jersey. NJQSAC is designed to be a single, comprehensive accountability system that consolidates and incorporates the monitoring requirements of applicable State and Federal programs. NJQSAC is also intended to compliment, and serve in part to implement, Federal requirements; and

WHEREAS, under NJQSAC, public school districts are evaluated in five key component areas of school district effectiveness:

1. Instruction and Program
2. Personnel
3. Fiscal Management
4. Operations
5. Governance ; and

WHEREAS, the evaluation is to determine the extent to which public school districts are providing a thorough and efficient education; and

WHEREAS, under NJQSAC a district is required to submit an improvement plan to address missed indicators in District Performance Review (DPR) areas where the district received less than 80% of the eligible points; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Springfield Township School District submits the NJQSAC District Improvement Plan for the 2025-2026 school year.; and

BE IT FURTHER RESOLVED that both the Superintendent of Schools and the Board of Education affirm information in the document submitted. The District Improvement Plan will become part of the School District’s NJQSAC review for the year in which the School District is monitored.

FACILITIES, SECURITY, & TRANSPORTATION

November 19, 2025

RESOLUTION #25/26-RM-323-117

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 **OCTOBER 2025**:

Date / Time	October 16, 2025	October 7, 2025 1:49PM
Type of Drill	Fire Drill	Evacuation
Duration of Drill	3:54	4:22
Weather Conditions	Cloudy 58*	Cloudy 79*
Participants	Staff/Students	Staff/Students
Drill Supervisor	Craig Vaughn	Craig Vaughn

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

RESOLUTION #25/26-RM-323-118

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
Home & School Association	12/2/25 - 12/5/25	8:30 AM - 3:15 PM	Holiday Shop	Classroom TBD
Home & School Association	12/12/25	4:00 PM - 9:00 PM	5th & 6th Grade Dance	Cafeteria
Pamela Prisco	M, W, & Th. for November	5:15 PM - 6:30 PM	Basketball	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.

RESOLUTION #25/26-RM-323-119

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

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

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

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

WHEREAS, drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but not limited to, the following:

1. Date of the drill
2. Time of day the drill was conducted
3. School Name
4. Location of the drill
5. Route number(s) included in the drill
6. Name of school principal, or person(s) assigned, who supervised the drill ; and

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

Bus Evacuation Drills

Date	Time	Duration	School	Location	Bus	Supervisor
10/23/25	3:30	1 min. 53 seconds	Springfield Elementary	Bus Loop	1	C. Vaughn
10/23/25	3:25	1 min. 37 seconds	Springfield Elementary	Bus Loop	2	C. Vaughn
10/23/25	3:25	1 min. 39 seconds	Springfield Elementary	Bus Loop	3	J. Luyber
10/23/25	3:25	1 min. 17 seconds	Springfield Elementary	Bus Loop	4	B. Neroda
10/23/25	3:25	1 min. 45 seconds	Springfield Elementary	Bus Loop	5	M. Zaidi
