SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Wednesday, December 17, 2025
2025-2026 - 351

REGULAR MEETING AGENDA

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

1. CALL TO ORDER
Jennifer Mancini, Board President
This meeting was called to order at 7:05 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

6. COMMITTEE UPDATES- No updates at this time
Jennifer Mancini, Board President

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

7. PUBLIC COMMENT #1 (SHALL NOT EXCEED THIRTY (30) MINUTES) NONE
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
- Joint Insurance Fund Safety Incentive Program- Springfield was awarded $3,500 which will be used for the security cameras license renewal.
- Springfield's National Honor Society Representation- ⅓ of the 6th grade graduating class of 2021 was inducted into the National Honor Society at Northern.
- BOE Election Update- Mrs.Rodriguez and Mr.Pasquale will be sworn in at the reorganization meeting 1/7/2026

IMPORTANT DATES
- December 23 - 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, November 19, 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-351-101
MONTHLY ENROLLMENT REPORT

b) RESOLUTION #25/26-RM-351-102
APPROVE THE MONTHLY HIB REPORT

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

12. CONTRACT ADMINISTRATION
Craig Vaughn, Superintendent

a) RESOLUTION #25/26-RM-351-103
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE AN ADDENDUM TO THE AGREEMENT BETWEEN BENECARD AND BROWN & BROWN

b) RESOLUTION #25/26-RM-351-104
AUTHORIZE THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICE AGREEMENT TO PROVIDE FIXED RATE INSURED VISION MANAGEMENT SERVICES

	Board of Education Member	Mtn	Snd	Y	N	Abn	Abs	Nvt
1	Mr. Dieker		X	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				
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-351-105
APPROVE ANTICIPATED REVENUE REPORT

b) RESOLUTION #25/26-RM-351-106
CERTIFY REMITTANCE TO PURCHASE ORDERS

c) RESOLUTION #25/26-RM-351-107
CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%

d) RESOLUTION #25/26-RM-351-108
CERTIFY EWEG REIMBURSEMENT REQUESTS

e) **RESOLUTION #25/26-RM-351-109**
APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

f) **RESOLUTION #25/26-RM-351-110**
MONTHLY CERTIFICATION LINE ITEM STATUS REPORT

g) **RESOLUTION #25/26-RM-351-111**
RATIFY TRANSFER OF FUNDS

h) **RESOLUTION #25/26-RM-351-112**
APPROVE MONTHLY BILL LIST

i) **RESOLUTION #25/26-RM-351-113**
APPROVE BOARD SECRETARY'S REPORT

j) **RESOLUTION #25/26-RM-351-114**
APPROVE TREASURER'S REPORT

k) **RESOLUTION #25/26-RM-351-115**
APPROVE TRAVEL AND RELATED EXPENSE REIMBURSEMENT

l) **RESOLUTION #25/26-RM-351-116**
APPROVE THE FY2024-2025 AUDIT

m) **RESOLUTION #25/26-RM-351-117**
APPROVE 2026-2027 BUDGET CALENDAR

n) **RESOLUTION #25/26-RM-351-118**
ACCEPTING GRANT FUNDS THROUGH THE PHONE-FREE SCHOOLS PROGRAM

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

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

14. PERSONNEL & NEGOTIATIONS
Craig Vaughn, Superintendent

a) **RESOLUTION #25/26-RM-351-119**
AMENDING THE RATE OF PAY FOR SUBSTITUTE POSITIONS

	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

15. CURRICULUM & TECHNOLOGY
Craig Vaughn, Superintendent

16. POLICIES & PROCEDURES

Craig Vaughn, Superintendent

a) **RESOLUTION #25/26-RM-351-120**
APPROVE AMENDMENTS UPON SECOND READING & ADOPTION

b) **RESOLUTION #25/26-RM-351-121**
APPROVE PRACTICUM & STUDENT TEACHING PLACEMENTS

	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

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

a) **RESOLUTION #25/26-RM-351-122**
APPROVE MONTHLY FIRE & SECURITY DRILLS

b) **RESOLUTION #25/26-RM-351-123**
APPROVE USE OF FACILITIES REQUESTS

	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

18. BOARD FORUM
Jennifer Mancini, Board President

- **UNFINISHED BUSINESS-** Ms.Jeronowitz shared a Pharmaceutical Drug Safety Education booklet that she created. Mr. Vaughn will pass along to Mrs. Zaidi/ Curriculum Supervisor and Miss Grimm/ Health teacher.

- **NEW BUSINESS-** Mr.Vaughn gave a brief departing speech for Mrs.Rincon and Mr.Roberson for their last board meeting.

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

20. ADJOURNMENT
Jennifer Mancini, Board President

Motion: Mrs.Drum
Second: Mr.Hale

The meeting was adjourned at 7:34 pm

SUPERINTENDENT'S REPORT

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-101

RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF NOVEMBER 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 **November 26, 2025**	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**

December 17, 2025

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	281	NC
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.

********** ********** **********

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-102

RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT FOR THE TIME PERIOD OF NOVEMBER 20, 2025 TO DECEMBER 17, 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 student's 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 **NOVEMBER 20, 2025 TO DECEMBER 17, 2025**:

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

********** ********** **********

December 17, 2025

CONTRACT ADMINISTRATION

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-103

RESOLUTION AUTHORIZING THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE AN ADDENDUM TO THE AGREEMENT BETWEEN BENECARD MARKETING, LLC AND BROWN & BROWN METRO LLC AS AGENT FOR VISION COLLABORATIVE

WHEREAS, this Addendum No. 1 effective October 1, 2025 is between Benecard Marketing, LLC ("Benecard Marketing") and Brown & Brown Metro LLC as Agent for Vision Collaborative ("Broker") and amends and modifies the parties' Broker Agreement dated February 1, 2024 (the "Agreement"); and

WHEREAS, the Agreement includes an Exhibit A to Broker Agreement (hereinafter "Exhibit A") to identify current clients and monthly compensation owed to Broker by Benecard Marketing; and

WHEREAS, Benecard Marketing and Broker desire to amend Exhibit A to update Broker's client list and monthly compensation owed to Broker; and

WHEREAS, the parties hereto agree as follows:

1. The following Client(s) are added to Exhibit A: Benecard Marketing agrees to pay Broker on a monthly basis, the compensation specified below from program charges received from each Client while each such Client's agreement with the Plan Administrator is in full force and effect and Broker continues as Broker-of-Record, and subject to the terms and conditions of the Agreement.

Client	Compensation (% of Monthly Program Charges)
Springfield Township Board of Education	10% of Monthly Program Charges

2. Except as set for the herein, all other terms and conditions of the Agreement remain in full force and effect.

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

********** ********** **********

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-104

RESOLUTION AUTHORIZING THE SCHOOL BUSINESS ADMINISTRATOR TO EXECUTE A SERVICES AGREEMENT TO PROVIDE FIXED RATE INSURED VISION MANAGEMENT SERVICES

WHEREAS, this agreement to provide fixed rate insured vision management services ("Agreement") is effective as of the 1st day of October, 2025, by and between National Vision Administrators, L.L.C. ("NVA"), whose principal place of business is 1200 Route 46 West, Clifton, New Jersey 07013 and Springfield Township Board of Education ("Group") whose principal place of business is 2146 Jacksonville-Jobstown Rd, Jobstown, NJ 08041; and

WHEREAS, Group has undertaken to provide certain of its active employees and their dependents, and, if applicable, retirees and their dependents and COBRA eligible members, with vision benefits; and

WHEREAS, Group, having determined the scope and extent of such vision benefits and the participant-contribution level, desires that its benefits be administered on a uniform basis for all its cardholders and dependents according to the Group's plan specifications included as Exhibit A; and

WHEREAS, NVA is engaged in the business of providing administrative services in connection with vision benefits for various groups, according to each group's plan specifications; and

WHEREAS, Group desires that NVA provide such administrative services for Group's benefits plan as part of an arrangement whereby Group becomes a member of the Benecard Association (the "Association") and a certificate holder of an excess loss insurance policy issued by Insurance Carrier and made available to members of the Association.

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 agreement, for the period of **OCTOBER 1, 2025 to June 30, 2026**, with the National Vision Administrators, L.L.C.

********** ********** **********

December 17, 2025

FINANCE & BUDGET

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-105

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF NOVEMBER 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 **NOVEMBER 2025** changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

_____
Brielle Neroda
Board Secretary

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-106

RESOLUTION CERTIFYING THAT ANY REMITTANCE TO PURCHASE ORDERS GREATER THAN THE APPROVED PURCHASE ORDER AMOUNT SHALL BE DETAILED THROUGH THE APPROVAL OF THE MONTHLY CREDIT/DISBURSEMENT REPORT PURSUANT TO N.J.A.C. 6A:23A-6.10 AND THAT THE BELOW REPORT IS FOR THE MONTH OF NOVEMBER 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 **NOVEMBER 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.

********** ********** **********

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-107

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

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-108

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

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-109

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

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-110

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

********** ********** **********

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-111

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

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-112

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED ON
THE CHECK REGISTER & ALL BANK/WIRE TRANSFERS**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **NOVEMBER 20, 2025 TO DECEMBER 17, 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.

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-113

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

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-114

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

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-115

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.

********** ********** **********

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-116

RESOLUTION ACCEPTING AND APPROVING
THE FY2024-2025 AUDIT

WHEREAS, the Board of Education has received and reviewed the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report for the fiscal year ending June 30, 2025, as prepared and presented by the district's independent auditing firm; and

WHEREAS, the auditor has met with the School Business Administrator to review the audit findings, recommendations, and overall financial condition of the district; and

WHEREAS, the Board acknowledges its responsibility to review the audit, ensure corrective actions (if any) are implemented, and maintain sound fiscal oversight of district finances.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby accepts and approves the FY24–25 audit as presented; and

BE IT FURTHER RESOLVED that the Board directs the School Business Administrator to submit the appropriate documentation to the New Jersey Department of Education and to implement any corrective action plan as required.

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-117

RESOLUTION APPROVING BUDGET PRIORITIES AND A BUDGET CALENDAR FOR THE 2026-2027 SCHOOL YEAR PURSUANT TO THE NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM DISTRICT PERFORMANCE REVIEW (DPR) AND STATEMENT OF ASSURANCE AND PURSUANT TO N.J.A.C. 6A:30 AS REQUIRED BY N.J.S.A. 18A:7A-3 ET SEQ.

WHEREAS, the New Jersey Quality Single Accountability Continuum - Statement of Assurance, Fiscal Management Section 1 provides that "the District follow a budget calendar that was developed and shared with the Board annually and that reflects all applicable legal and management requirements; and

WHEREAS, the Superintendent of Schools has defined a list of budget priorities for the **2026-2027** budget development as follows:

1. Enhance academic programs for all students;
2. Data analysis and professional development opportunities to drive instructional practices;
3. Technology upgrades to continue implementation of state mandates associated with 21st Century learning opportunities;
4. Upgrade of facilities maintenance and improvements;
5. Provision of staffing to meet the needs of all students across all learning environments; and

WHEREAS, the development of the budget shall be on a school-based, departmentalized basis. The computerized budget system (Genesis) shall be used to develop the **2026-2027** budget. The itemization shall be detailed by department, delineated by fund code, program code, function code, object code, expenditure detail code, district program code, and district location code; and,

WHEREAS, the Board of Education shall follow the following general budget guidelines:

1. Planning for the integration and alignment of district priorities and planning objectives;
2. Development of final staffing plan;
3. Departmentalized preliminary budgets;
4. Board of Education review of preliminary budget;
5. Release of State Aid figures;
6. Board of Education review of final budget;
7. Transmittal of budget statement; and

WHEREAS, The following budget development timetable shall be observed in the budget process:

Date:	**Activity:**
November-December 2025	Develop Budget Guidelines and Goals (Finance Committee)
December 2025	Approve Budget Calendar
January 7, 2026	Reorganization Meeting
January - February 2026	Finance Committee Meetings
February- March 2026	Board of Education and Public Budget Input
February 2026	Board of Education Meeting- Public Hearing on Budget Board Review & Approval of Preliminary Budget for County Review
March 20, 2026	Last day to submit Preliminary Budget to County Superintendent
April 20, 2026	Last day to advertise for earliest public hearing (4 days prior to hearing)

December 17, 2025

April 20, 2026	Last day to finalize the advertised budget
April 20, 2026	Last Date for County to Approve Budget
April 24-May 8, 2026	Special BOE Meeting to conduct Public Hearing and Adopt Final Budget
April 26-May 10, 2026	Post Budget to District Website (48 hours after public hearing on budget)
May 1, 2026	Non-tenured teaching staff, Observation and Evaluation completed before this date
May 15, 2026	Last day to adopt budget
May 15, 2026	Last day to offer or terminate employment with non-tenured teachers
May 19, 2026	Last day to certify the amount fixed and determined by the school board to the county board of taxation
November 3, 2026	Annual School Election
January 1- January 7, 2027	Reorganization Meeting of the Board

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above budget priorities and budget calendar has been reviewed and approved by the Board of Education.

********** ********** **********

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-118

RESOLUTION ACCEPTING FUNDS
FOR THE PHONE-FREE SCHOOLS GRANT PROGRAM

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 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 Grant Program* award in the amount of one thousand dollars and no cents ($1000.00); 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*.

********** ********** **********

December 17, 2025

PERSONNEL & NEGOTIATIONS

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-119

**RESOLUTION AMENDING THE RATE OF PAY FOR SUBSTITUTE POSITIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE 2025-2026 FISCAL YEAR
WHICH TERM IS UNDERSTOOD TO RUN FROM JULY 1, 2025 to JUNE 30, 2026**

WHEREAS, in order to ensure reliable assistance in the absence of regular support staff employees, the Board of Education will offer competitive compensation to qualified substitute secretaries, clerks, custodians, maintenance workers, bus drivers, teacher aides, and cafeteria workers; and,

WHEREAS, in no instance shall the wages paid a substitute exceed the wages paid the regular employee; and,

WHEREAS, substitute support staff members will be paid at a per diem rate set by the Board; and,

WHEREAS, the state of New Jersey Legislature has passed and gained approval by the Governor for a state minimum wage of $15.92 per hour, effective January 1, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the that the hourly substitute rate for support staff employees as listed be amended effective January 1, 2026:

Substitute Position	Current Rate of Pay	Amended Rate of Pay	Effective Date
Instructional Assistant	$15.49 per hour	$15.92 per hour	January 1, 2026
Teacher	$116 per day	$120 per day	January 1, 2026
Nurse	$125 per day	$130 per day	January 1, 2026

********** ********** **********

December 17, 2025

CURRICULUM & TECHNOLOGY

December 17, 2025

POLICIES & PROCEDURES

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-120

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 #
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 **second reading and adoption**.

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-121

RESOLUTION APPROVING PRACTICUM AND STUDENT TEACHING PLACEMENTS FOR THE 2025-2026 SCHOOL YEAR

WHEREAS, the Board of Education encourages cooperation with colleges and universities in the education of teachers, because the public school offers an experience essential to their training, interaction with students and teachers at work in the classroom. Accordingly, the schools of this district will accept students from accredited institutions of higher learning as junior or senior student teachers/interns; and,

WHEREAS, student teachers/interns shall be assigned by the Superintendent throughout the district in a manner that assures that no single group of students will be subject to excessive student teacher/intern classroom hours; and,

WHEREAS, student teachers/interns shall comply with the health examination required by rules of the State Board of Education and that required for teaching staff members by this Board and the Board of Education requires every student teacher/intern possess a county substitute credential issued in accordance with N.J.A.C. 6A:9B-7.1.; and,

WHEREAS, student teachers/interns shall at all times be subject to the policies of this Board. Student teachers/interns serving in the schools of this district shall be responsible to the Principal for their conduct and to the cooperating teacher for their performance.

NOW, THEREFORE BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, shall approve the following student teachers/interns in accordance with District Policy 9541 for the 2025-2026 school year:

Student Teacher / Intern	College / University	Cooperating Teachers	Duration of Assignment
Mariyah Pullen	Grand Canyon University	Amber Warshany & Bobbi-Jo Bifulco	February 2026 - March 2026

********** ********** **********

December 17, 2025

FACILITIES, SECURITY, & TRANSPORTATION

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-122

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 **NOVEMBER 2025**:

Date / Time	November 21, 2025 / 2:27 PM	November 12, 2025 / 10:15 AM
Type of Drill	Fire Drill	Bomb Threat
Duration of Drill	2:52	6:32
Weather Conditions	Cloudy 55*	Sunny 48*
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.

********** ********** **********

December 17, 2025

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #25/26-RM-351-123

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
Kristina Fisher K2 Camps	4/6/26 - 4/10/26	8:00 AM - 4:00 PM	Spring Break Camp	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.

********** ********** **********