

**SPRINGFIELD TOWNSHIP BOARD OF EDUCATION**

**Wednesday, January 21, 2026**

**2025-2026 - 021**

**REGULAR MEETING AGENDA**

**TIME: 7:00 PM**

**LOCATION: CAFETERIA**

**The meeting was called to order at 7:03 PM**

**1. CALL TO ORDER**

Christina Drum, Board President

**2. OPEN PUBLIC MEETINGS ACT STATEMENT**

Christina Drum, 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**

Christina Drum, Board President

**4. ROLL CALL**

Brielle Neroda, Board Secretary

|   | Board of Education Member | Present  | Late | Absent   |
|---|---------------------------|----------|------|----------|
| 1 | Mr.Dieker                 |          |      | <b>X</b> |
| 2 | Mrs.Donahue               |          |      | <b>X</b> |
| 3 | Ms.Jeronowitz             | <b>X</b> |      |          |
| 4 | Mrs.Mancini               | <b>X</b> |      |          |
| 5 | Mr.Pasquale               |          |      | <b>X</b> |
| 6 | Mr.Pedana                 | <b>X</b> |      |          |
| 7 | Mrs.Rodriguez             | <b>X</b> |      |          |
| 8 | Mr.Hale                   | <b>X</b> |      |          |
| 9 | Mrs.Drum                  | <b>X</b> |      |          |

|   | Staff in Attendance | Present  | Late | Absent |
|---|---------------------|----------|------|--------|
| 1 | Mr. Vaughn          | <b>X</b> |      |        |
| 2 | Miss Neroda         | <b>X</b> |      |        |

**5. SCHOOL & COMMUNITY PRESENTATIONS**

Craig Vaughn, Superintendent

- Student Safety Data Reporting for Report Period 1 (July 1, 2025 - December 31, 2025)

**6. COMMITTEE UPDATES**

Christina Drum, Board President

January 21, 2026

| Committee                            | Chair       | Committee    | Chair         |
|--------------------------------------|-------------|--------------|---------------|
| Finance                              | Mr.Hale     | Personnel    | Mrs.Mancini   |
| Buildings, Grounds, & Transportation | Mr.Dieker   | Negotiations | Mr.Hale       |
| Curriculum & Technology              | Mrs.Donahue | Policy       | Ms.Jeronowitz |

## **7. PUBLIC COMMENT #1 (SHALL NOT EXCEED THIRTY (30) MINUTES)**

Christina Drum, 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

- Letter of Resignation from the Business Administrator

## **9. SUPERINTENDENT REPORT**

Craig Vaughn, Superintendent

### **UPDATE**

- Phone Free Schools Grant for \$1,000. Mr. Vaughn is going to use the money to purchase a cell phone equipment package including magnetic locked cases and bins for the 6th graders cell phones to be stored in during the school day.

### **IMPORTANT DATES**

- February 10 - H&S Association Meeting
- February 13 - School Closed / Staff Professional Development
- February 16 - School Closed / Observance of Washington's Birthday Holiday
- February 18 - Board of Education Meeting
- March 10 - H&S Association Meeting
- March 11 - Northern Burlington Parent Orientation (Fall 2026 Seventh Graders)
- March 12 - Grade Six Northern Burlington Student Orientation
- March 17 - Trimester Two Report Cards Available via Genesis
- March 18 - Board of Education Meeting

## **10. APPROVAL OF MINUTES**

Brielle Neroda, Board Secretary

- **REGULAR MEETING - Wednesday, December 17, 2025**
- **REORGANIZATION MEETING - Wednesday, January 7, 2026**

|   | Board of Education Member | Mtn | Snd | Y | N | Abn | Abs | Nvt |
|---|---------------------------|-----|-----|---|---|-----|-----|-----|
| 1 | Mr.Dieker                 |     |     |   |   |     | X   |     |
| 2 | Mrs.Donahue               |     |     |   |   |     | X   |     |
| 3 | Ms.Jeronowitz             | X   |     | X |   |     |     |     |
| 4 | Mrs.Mancini               |     | X   | X |   |     |     |     |
| 5 | Mr.Pasquale               |     |     |   |   |     | X   |     |
| 6 | Mr.Pedana                 |     |     | X |   |     |     |     |
| 7 | Mrs.Rodriguez             |     |     | X |   |     |     |     |
| 8 | Mr.Hale                   |     |     | X |   |     |     |     |
| 9 | Mrs.Drum                  |     |     | 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-021-101**  
MONTHLY ENROLLMENT REPORT
- b) **RESOLUTION #25/26-RM-021-102**  
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 | Ms.Jeronowitz             |     | X   | X |   |     |     |     |
| 4 | Mrs.Mancini               | X   |     | X |   |     |     |     |
| 5 | Mr.Pasquale               |     |     |   |   |     | X   |     |
| 6 | Mr.Pedana                 |     |     | X |   |     |     |     |
| 7 | Mrs.Rodriguez             |     |     | X |   |     |     |     |
| 8 | Mr.Hale                   |     |     | X |   |     |     |     |
| 9 | Mrs.Drum                  |     |     | 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-021-103**  
APPROVE ANTICIPATED REVENUE REPORT
- b) **RESOLUTION #25/26-RM-021-104**  
CERTIFY REMITTANCE TO PURCHASE ORDERS
- c) **RESOLUTION #25/26-RM-021-105**  
CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%
- d) **RESOLUTION #25/26-RM-021-106**  
CERTIFY EWEG REIMBURSEMENT REQUESTS
- e) **RESOLUTION #25/26-RM-021-107**  
APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
- f) **RESOLUTION #25/26-RM-021-108**  
MONTHLY CERTIFICATION LINE ITEM STATUS REPORT
- g) **RESOLUTION #25/26-RM-021-109**  
RATIFY TRANSFER OF FUNDS
- h) **RESOLUTION #25/26-RM-021-110**

- APPROVE MONTHLY BILL LIST
- i) **RESOLUTION #25/26-RM-021-111**  
APPROVE BOARD SECRETARY'S REPORT
- j) **RESOLUTION #25/26-RM-021-112**  
APPROVE TREASURER'S REPORT
- k) **RESOLUTION #25/26-RM-021-113**  
APPROVE TRAVEL AND RELATED EXPENSE REIMBURSEMENT

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

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

#### 14. PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

**A motion was made by Mr.Hale to separate Resolution 119.**

**Second by Mrs.Rodriguez.**

**No discussion.**

**Role call to separate Resolution 119.**

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

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

- a) **RESOLUTION #25/26-RM-021-114**  
ACCEPTING AN EMPLOYEE RESIGNATION
- b) **RESOLUTION #25/26-RM-021-115**  
APPOINTMENT OF A SCHOOL BUSINESS ADMINISTRATOR
- c) **RESOLUTION #25/26-RM-021-116**  
APPROVE A CONTRACT WITH THE SCHOOL BUSINESS ADMINISTRATOR
- d) **RESOLUTION #25/26-RM-021-117**  
APPROVE OFFICIAL DEPOSITORY AND AMEND SIGNATORIES THERETO
- e) **RESOLUTION #25/26-RM-021-118**  
AMENDING THE ORGANIZATIONAL CHART

**Roll call vote for Resolutions 114 - 118**

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

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

**f) RESOLUTION #25/26-RM-021-119**

APPOINT SUBSTITUTE POSITIONS FOR THE 2025-2026 SCHOOL YEAR

**Roll call vote for Resolution 119**

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

**17. FACILITIES, SECURITY, & TRANSPORTATION**

Craig Vaughn, Superintendent

**a) RESOLUTION #25/26-RM-021-120**

APPROVE MONTHLY FIRE &amp; SECURITY DRILLS

**b) RESOLUTION #25/26-RM-021-121**

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 | Ms.Jeronowitz             | X   |     | X |   |     |     |     |
| 4 | Mrs.Mancini               |     |     | X |   |     |     |     |
| 5 | Mr.Pasquale               |     |     |   |   |     | X   |     |
| 6 | Mr.Pedana                 |     |     | X |   |     |     |     |
| 7 | Mrs.Rodriguez             |     | X   | X |   |     |     |     |
| 8 | Mr.Hale                   |     |     | X |   |     |     |     |
| 9 | Mrs.Drum                  |     |     | X |   |     |     |     |

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

## **18. BOARD FORUM**

Christina Drum, Board President

- **UNFINISHED BUSINESS**

Board of Education Committee Appointments

**Buildings, Grounds, & Transportation:**

Christian Dieker, Committee Chair

Christina Drum

Larry Pedana

Jenna Rodriguez

**Finance:**

Wade Hale, Committee Chair

Jenn Mancini

Nicholas Pasquale

Larry Pedana

**Curriculum & Technology:**

Jessica Donahue, Committee Chair

Christian Dieker

Dawn Jeronowicz

Jenna Rodriguez

**Personnel:**

Jenn Mancini, Committee Chair

Jessica Donahue

Christina Drum

Jenna Rodriguez

**Negotiations:**

Wade Hale, Committee Chair

Christian Dieker

Christina Drum

**Policy:**

Dawn Jeronowicz, Committee Chair

Jenn Mancini

Nicholas Pasquale

- **NEW BUSINESS**

2026-27 District Calendar

Mr. Vaughn provided two drafts to the Board asking for feedback and opinions

Delayed opening allows for adding morning conferences for more parent availability

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

Christina Drum, Board President

Mr. Flynn thanked the board for welcoming his daughter as a substitute teacher.

He also made a suggestion to add Zoom conferences for parent/teacher availability.

January 21, 2026

## **20. ADJOURNMENT**

Christina Drum, Board President

**The meeting was adjourned at 7:53 PM**

Motion: Mrs.Mancini

Second: Mr.Hale

# **SUPERINTENDENT'S REPORT**

January 21, 2026

**RESOLUTION #25/26-RM-021-101****RESOLUTION ACCEPTING ENROLLMENT STATISTICS  
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF DECEMBER 2025**

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

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

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

| Expense Account #      | Grade Level/Program          | Count<br>June 30, 2025 | Count<br><b><u>December 23, 2025</u></b> | Difference |
|------------------------|------------------------------|------------------------|------------------------------------------|------------|
| 11-105-100-101-101-105 | Pre-School Regular           | 21                     | 21                                       | NC         |
| 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                     | 30                                       | -8         |
| 11-130-100-101-101-406 | Sixth Grade                  | 36                     | 37                                       | +1         |
| 11-212-100-101-101-100 | Multiple Disabled            | 8                      | 7                                        | -1         |
| 11-215-100-101-101-100 | Preschool Disabled PT        | 5                      | 2                                        | -3         |
| 11-000-100-56X-60X-XXX | Out-of-District<br>Placement | 1                      | 1                                        | NC         |
|                        | <b>TOTAL</b>                 | <b>299</b>             | <b>280</b>                               | <b>-19</b> |

| 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  | 280        | -1             |
| January 2026   |            |                |
| February 2026  |            |                |
| March 2026     |            |                |
| April 2026     |            |                |
| May 2026       |            |                |
| June 2026      |            |                |

;and

***NOW, THEREFORE, BE IT RESOLVED*** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above enrollment report is hereby accepted upon the certification of the Superintendent of Schools.

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January 21, 2026

## RESOLUTION #25/26-RM-021-102

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT  
FOR THE TIME PERIOD OF DECEMBER 18, 2025 TO JANUARY 21, 2026  
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 **DECEMBER 18, 2025 TO JANUARY 21, 2026**:

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

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# **CONTRACT ADMINISTRATION**

# **FINANCE & BUDGET**

January 21, 2026

## RESOLUTION #25/26-RM-021-103

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

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

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

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

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

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Brielle Neroda  
Board Secretary

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## RESOLUTION #25/26-RM-021-104

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

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

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## RESOLUTION #25/26-RM-021-105

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

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

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## RESOLUTION #25/26-RM-021-106

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

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

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## RESOLUTION #25/26-RM-021-107

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES  
AS OF DECEMBER 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 DECEMBER 2025 for review and certification; and

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

**BE IT FURTHER RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above summary represents the monthly certification of grant expenditures for the program years 2025-2026 Every Student Succeeds Act, IDEA Part B, IDEA Preschool, and REAP funds.

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## RESOLUTION #25/26-RM-021-108

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

FOR THE MONTH OF DECEMBER 2025

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

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

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

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

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

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

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

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## RESOLUTION #25/26-RM-021-109

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

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

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION  
**RESOLUTION #25/26-RM-021-110**

**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 DECEMBER 18, 2025 TO JANUARY 21, 2026 (hereinafter "period"); and,

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

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

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

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

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

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January 21, 2026

## RESOLUTION #25/26-RM-021-111

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S  
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS  
[BOARD SECRETARY'S REPORT]  
FOR THE MONTH OF DECEMBER 2025 PURSUANT TO N.J.A.C. 6A:23-2:11.c)**

**WHEREAS,** the New Jersey Administrative Code, Title 6, Chapter 23, requires that certain monthly certifications be demonstrated as to the budgetary line item accounts; and

**WHEREAS,** the Board of Education must certify that, to the best of its knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the Springfield Township School District's financial obligations for the remainder to the **2025-2026** Fiscal Year; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that a certification are hereby given, after review of the Line Item Status Report, and upon consultation with the appropriate District officials, to the best of its knowledge no major account or fund has been over expended in violation of New Jersey statutes and code.

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## RESOLUTION #25/26-RM-021-112

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

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## RESOLUTION #25/26-RM-021-113

**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)  |  |  |  |
| <b>TOTAL</b>                 |  |  |  |

***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.

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January 21, 2026

# **PERSONNEL & NEGOTIATIONS**

January 21, 2026

## RESOLUTION #25/26-RM-021-114

**RESOLUTION ACCEPTING THE RESIGNATION NOTICE  
OF A SCHOOL BUSINESS ADMINISTRATOR  
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

**WHEREAS**, the Superintendent of Schools received official resignation notice from Danielle Tarvin, School Business Administrator, Springfield Township School; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above notification of resignation is hereby accepted effective January 30, 2026.

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## RESOLUTION #25/26-RM-021-115

RESOLUTION APPROVING THE APPOINTMENT OF A SCHOOL BUSINESS ADMINISTRATOR  
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**, a vacancy was created in the position pursuant to the resignation of the incumbent; and

**WHEREAS**, the following recommendation is being made by the Superintendent of Schools:

|                              |                  |
|------------------------------|------------------|
| NAME:                        | Nikolas Vrettos  |
| ANNUAL LEVEL OF COMPENSATION | \$25,000         |
| POSITION CONTROL NUMBER      | C-SBA001         |
| FULL TIME / PART TIME:       | Part Time        |
| EFFECTIVE DATE:              | February 1, 2026 |

**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 is directed to notify the individuals above mentioned by February 1, 2026 and that contracts shall be offered and executed for each approved individual.

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## RESOLUTION #25/26-RM-021-116

### RESOLUTION APPROVING A TERMS & CONDITIONS CONTRACT FOR THE SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

**WHEREAS**, the Executive County Superintendent shall review and approve for all Superintendents of Schools, Superintendents of Schools reappointed pursuant to N.J.S.A. 18A:17-20.1, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators, including any interim, acting, or person otherwise serving in these positions, in school districts, county vocational school districts, county special services school districts and other districts, except charters, within the County under the supervision of the Executive County Superintendent:

1. New employment contracts, including contracts that replace expired contracts for existing tenured and non-tenured employees;
2. Renegotiations, extensions, amendments, or other alterations of the terms of existing employment contracts that have been previously approved by the Executive County Superintendent; and
3. Provisions for contract extensions where such terms were not included in the original employment contract or are different from the provisions contained in the original approved employment contract; and,

**WHEREAS**, the contract review and approval shall take place prior to any required public notice and hearing pursuant to N.J.S.A. 18A:11-11 and prior to the Board of Education approval and execution of the contract to ensure compliance with all applicable laws, including but not limited to N.J.S.A. 18A:30-3.5, 18A:30-9, 18A:17-15.1 and 18A:11-12; and,

**WHEREAS**, in connection with the Executive County Superintendent's review of the contract, the Board shall provide the Executive County Superintendent with a detailed statement setting forth the total cost of the contract for each applicable year, including salary, longevity (if applicable), benefits, and all other emoluments; and,

**WHEREAS**, The review and approval of the employment contracts of Superintendents of Schools, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators conducted by the Executive County Superintendent shall be consistent with the following additional standards outlined in N.J.S.A. 18A:7-8.1 and N.J.A.C. 6A:23A-3.1:

1. Contracts for each class of administrative position shall be comparable with the salary, benefits and other emoluments contained in the contracts of similarly credentialed and experienced administrators in other school districts in the region with similar enrollment, academic achievement levels and challenges, and grade span.
2. No contract shall include provisions that are inconsistent with the travel requirements pursuant to N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7 including, but not limited to, the provisions for mileage reimbursement and reimbursement for meals and lodging in New Jersey. Any contractual provision that is inconsistent with law is superseded by the law.
3. No contract shall include provisions for the reimbursement or payment of employee contributions that are either required by law or by a contract in effect in the school district with other teaching staff members, such as payment of the employee's State or Federal taxes, or of the employee's contributions to FICA, Medicare, State pensions and annuities (TPAF), life insurance, disability insurance (if offered), and health benefit costs.

4. No contract shall contain a payment as a condition of separation from service that is deemed by the Executive County Superintendent to be prohibited or excessive in nature. The payment cannot exceed the lesser of the calculation of three months pay for every year remaining on the contract with pro-rata for partial years, not to exceed twelve months, or the remaining salary amount due under the contract.
5. No contract shall include benefits that supplement or duplicate benefits that are otherwise available to the employee by operation of law, an existing group plan, or other means; e.g., an annuity or life insurance plan that supplements or duplicates a plan already made available to the employee. Notwithstanding the provisions of this section, a contract may contain an annuity where those benefits are already contained in the existing contract between the employee and the district.
6. Contractual provisions regarding accumulation of sick leave and supplemental compensation for accumulated sick leave shall be consistent with N.J.S.A. 18A:30-3.5. Supplemental payment for accumulated sick leave shall be payable only at the time of retirement and shall not be paid to the individual's estate or beneficiaries in the event of the individual's death prior to retirement. Pursuant to N.J.S.A. 18A:30-3.2, a new Board of Education contract may include credit of unused sick leave in accordance with the new Board of Education's policy on sick leave credit for all employees.
7. Contractual provisions regarding accumulation of unused vacation leave and supplemental compensation for accumulated unused vacation leave shall be consistent with N.J.S.A. 18A:30-9. Contractual provisions for payments of accumulated vacation leave prior to separation can be included but only for leave accumulated prior to June 8, 2007 and remaining unused at the time of payment. Supplemental payments for unused vacation leave accrued consistent with the provisions of N.J.S.A. 18A:30-9 after June 8, 2007 as well as unused vacation leave accumulated prior to June 8, 2007 that has not been paid, shall be payable at the time of separation and may be paid to the individual's estate or beneficiaries in the event of the individual's death prior to separation.
8. Contractual provisions that include a calculation of per diem for twelve month employees shall be based on a two hundred sixty day work year.
9. No provision for a merit bonus shall be made except where payment is contingent upon achievement of quantitative merit criterion and/or qualitative merit criterion:
  - a. A contract may include no more than three quantitative merit criteria and two qualitative merit criteria per contract year.
  - b. The Executive County Superintendent shall approve or disapprove the selection of quantitative merit and qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and qualitative merit criteria.
  - c. A contract may provide for merit bonuses in an amount not exceeding 3.33 percent of annual salary for each quantitative merit criterion achieved and 2.5 percent of annual salary for each qualitative merit criterion achieved. Any such merit bonus shall be considered "extra compensation" for the purpose of N.J.A.C. 17:3-4.1 and shall not be cumulative.
  - d. The Board of Education shall submit to the Executive County Superintendent a resolution certifying that a quantitative merit criterion or a qualitative merit criterion has been satisfied and shall await confirmation of the satisfaction of that criterion from the Executive County Superintendent prior to payment of any merit bonus.
10. No provision for a bonus shall be made except where payment is contingent upon achievement of measurable specific performance objectives expressly contained in a contract

approved pursuant to N.J.A.C. 6A:23A-3.1, where compensation is deemed reasonable relative to the established performance objectives and achievement of the performance objectives has been documented to the satisfaction of the Board of Education.

11. No provision for payment at the time of separation or retirement shall be made for work not performed except as otherwise authorized in N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-8.1.
12. No contract shall include a provision for a monthly allowance except for a reasonable car allowance. A reasonable car allowance shall not exceed the monthly cost of the average monthly miles traveled for business purposes multiplied by the allowable mileage reimbursement pursuant to applicable law and regulation and New Jersey Office of Management and Budget (NJOMB) circulars. If such allowance is included, the employee shall not be reimbursed for business travel mileage nor assigned permanently a car for official district business. Any provision of a car for official district business must conform with N.J.A.C. 6A:23A-6.12 and be supported by detailed justification. No contract shall include a provision of a dedicated driver or chauffeur.
13. No contract shall include a provision for additional compensation upon the acquisition of a graduate degree unless the graduate degree is conferred by a regionally accredited college or university as defined in applicable regulations. No contract shall include a provision for assistance, tuition reimbursement, or additional compensation for graduate school coursework, unless the coursework culminates in the acquisition of a graduate degree conferred by a regionally accredited college or university as defined in applicable regulations.

**NOW THEREFORE BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above referenced standards have been met and approved by the Executive County Superintendent and hereby authorizes the approval of a terms and conditions contract for the School Business Administrator, Nikolas Vrettos, for a period commencing February 1, 2026 and ending June 30, 2026 pending Executive County Superintendent approval.

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**RESOLUTION #25/26-RM-021-117****RESOLUTION AUTHORIZING THE DEPOSITORY OF SCHOOL DISTRICT FUNDS  
AND AMENDING THE SIGNATORIES THERETO**

**WHEREAS**, N.J.S.A. 18A:17-34 provides for the Board of Education to designate certain depositories of school monies; and

**WHEREAS**, it may be required from time to time to re-designate signatories to said accounts of such deposited school monies; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **WSFS Bank, 1636-61 Route 38 & Eayrestown Road, Lumberton, NJ 08048** shall be the depository for school district funds for accounts known as:

| NAME OF ACCOUNT                | ACCOUNT NUMBER               | SIGNATORIES                                                                                                                                                                     |
|--------------------------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| GENERAL ACCOUNT                | XXXXXX0073<br><br>Any 2 of 5 | Christina Drum, Board President<br>Wade Hale, Board Vice President<br>Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies |
| PAYROLL ACCOUNT                | XXXXXX0074<br><br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies                                                                       |
| PAYROLL AGENCY ACCOUNT         | XXXXXX0075<br><br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies                                                                       |
| CAFETERIA ACCOUNT              | XXXXXX0076<br><br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies                                                                       |
| STUDENT ACTIVITY ACCOUNT       | XXXXXX0077<br><br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies                                                                       |
| UNEMPLOYMENT TRUST<br>ACCOUNT  | XXXXXX0078<br><br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies                                                                       |
| CAPITAL RESERVE ACCOUNT        | XXXXXX0079<br><br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies                                                                       |
| MAINTENANCE RESERVE<br>ACCOUNT | XXXXXX5538<br><br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies                                                                       |
| FLEXIBLE SPENDING ACCOUNT      | XXXXXX2178                   | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA                                                                                                                 |

|                         |                          |                                                                                                           |
|-------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------|
|                         | Any 2 of 3               | Amy Lerner, Treasurer of School Monies                                                                    |
| 2015 REFERENDUM ACCOUNT | XXXXXX6705<br>Any 2 of 3 | Craig Vaughn, Superintendent of Schools<br>Nikolas Vrettos, SBA<br>Amy Lerner, Treasurer of School Monies |

**BE IT FURTHER RESOLVED** that the Custodian/Treasurer of said account is and shall be Amy S. Lerner and that all disbursements for said account shall be made by instruments duly signed by the above designated officials of the Township of Springfield School District; and

**BE IT FURTHER RESOLVED** that the above amendment of signatories takes effect on the 22nd of January, 2026; and

**BE IT FINALLY RESOLVED** that only one of the required signatures shall be a facsimile.

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January 21, 2026

## RESOLUTION #25/26-RM-021-118

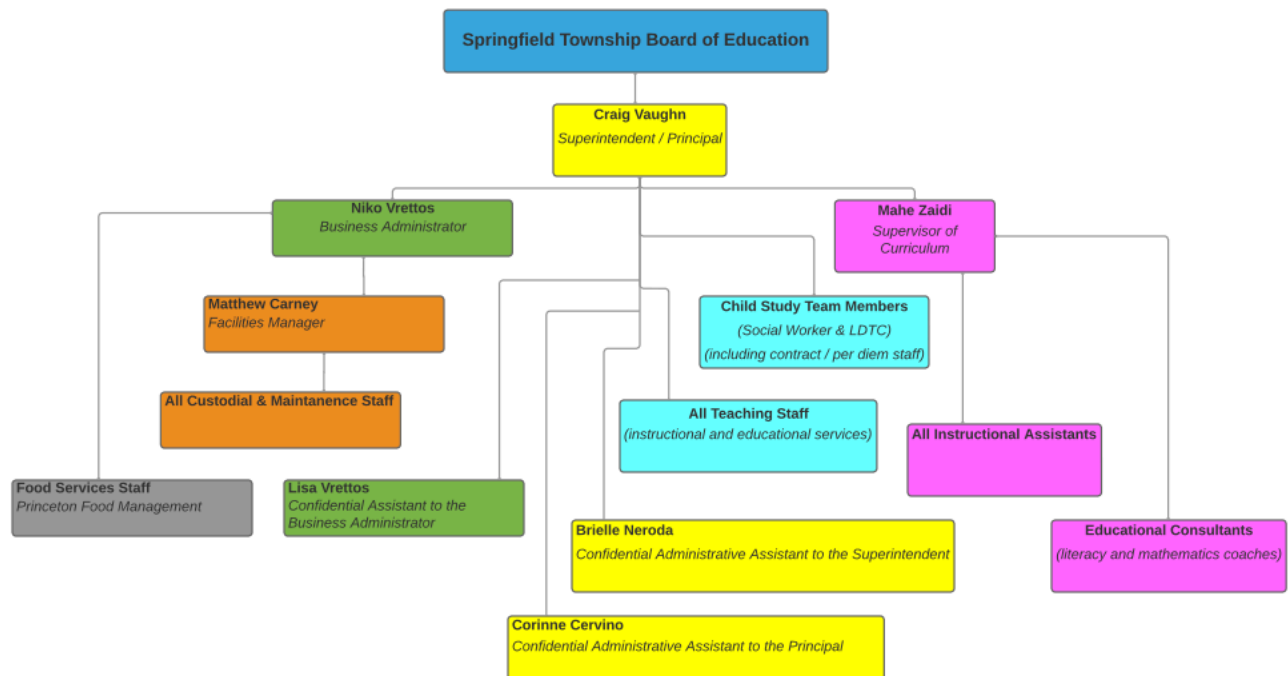
### RESOLUTION AMENDING THE ORGANIZATIONAL CHART FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

**WHEREAS**, the Board of Education (the "Board") of the Springfield Township School District is responsible for establishing and maintaining an effective organizational structure that supports the educational mission and operational needs of the District; and

**WHEREAS**, the Superintendent has reviewed the District's current organizational chart and identified the need for amendments to ensure clarity of roles, alignment of reporting relationships, operational efficiency, and compliance with applicable laws and regulations; and

**WHEREAS**, the proposed amendments to the District Organizational Chart reflect adjustments to titles, reporting lines, and/or positions as necessary to meet the evolving needs of the District; and

**WHEREAS**, the Superintendent has recommended approval of the amended Organizational Chart and has presented the proposed changes to the Board for its review and consideration;



**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby approves the amendments to the District Organizational Chart as presented by the Superintendent; and

**BE IT FURTHER RESOLVED**, that the amended Organizational Chart shall be effective as of February 1, 2026, or as otherwise indicated therein; and

***BE IT FURTHER RESOLVED***, that the Superintendent is authorized and directed to implement the approved amendments, including updating internal records, job descriptions, and administrative documents as necessary; and

***BE IT FINALLY RESOLVED***, that nothing in this resolution shall be construed to create or guarantee continued employment, nor to alter the terms and conditions of employment except as otherwise provided by law, contract, or Board policy.

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## RESOLUTION #25/26-RM-021-119

**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 |
|-------------|-------------|------------|--------|-----------|
| Selin Flynn | Selin Flynn |            |        |           |

; and

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

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

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# **CURRICULUM & TECHNOLOGY**

January 21, 2026

# **POLICIES & PROCEDURES**

January 21, 2026

# **FACILITIES, SECURITY, & TRANSPORTATION**

January 21, 2026

## RESOLUTION #25/26-RM-021-120

### 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 **DECEMBER 2025**:

|                           |                           |                           |
|---------------------------|---------------------------|---------------------------|
| <b>Date / Time</b>        | December 9, 2025 / 1:26PM | December 16, 2025 / 11:05 |
| <b>Type of Drill</b>      | Lockdown / Active Shooter | Fire Drill                |
| <b>Duration of Drill</b>  | 5:41                      | 3:32                      |
| <b>Weather Conditions</b> | Sunny 34*                 | Cloudy 36*                |
| <b>Participants</b>       | Staff/Students            | Staff/Students            |
| <b>Drill Supervisor</b>   | Springfield PD            | C. Vaughn                 |

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

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January 21, 2026

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #25/26-RM-021-121

## 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, K2Camps | 6/29/26 -<br>7/3/26 | 8:00 AM -<br>3:00 PM | Soccer Camp | Gymnasium &<br>Athletic Field |

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

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