SPRINGFIELD BOARD OF EDUCATION
REGULAR PUBLIC MEETING MINUTES
October 26, 2026

VISION STATEMENT

Cultivating, compassionate, and extraordinary learner

MISSION STATEMENT

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

Time: 7:28 PM

A. CALL TO ORDER AND STATEMENT- President Meredith Murphy

President's Statement: Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of the meeting to be given to the public and the press on January 5, 2026 and revised on January 23, 2026, March 1, 2026, March 12, 2026, June 26, 2026, August 10, 2026 and September 29, 2026. The public comment format for this meeting is as follows – attendees wishing to comment during the public sessions will state their name and address. The President of the Board of Education will recognize the attendee at the appropriate time. All of the Board's Policies and Regulations related to public participation in board meetings shall remain in effect, including, but not limited to, the presiding officer's ability to limit each statement made by a participant to a 3-minute duration.

B. ROLL CALL

Vice President Tracey Rinaldi
Mrs. Laura Gamarekian- *Absent*
Mr. Luis Henriques
Mrs. Dana Kelly- *Absent*
Mrs. Kristy Rubin
Mrs. Adriana Silva
Mrs. Hilary Turnbull- *Absent*
Mrs. Jennifer Wishna- *Absent*
President Meredith Murphy

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS

- Mrs. Calas read in articles on the following topics: health premium cost increases, how boards are responding to misinformation, scholarship tax credits, legislative push to limit screen time, school violence and vandalism reports released, cell phone ban response, and other federal acts and decisions affecting NJ schools as well as meetings of the Senate and Assembly Education Committee meetings. Mrs. Calas read in the addenda for tonight's meeting.

E. MINUTES

The Superintendent recommends:

1. To approve the following minutes:

Executive Meeting – September 28, 2026
Regular Meeting – September 28, 2026

Approval of the Minutes

Motion to Approve: Vice President Rinaldi
Seconded: Mrs. Rubin
Voice Vote: AYE- 5 NAY- 0

F. SUPERINTENDENT'S REPORT

1. Student Representative Report
2. School Self-Assessment for Determining Grades under the Anti-Bullying 2025-2026

3. Student Safety Data System Reporting Period 2 SY 2025-2026
4. Special Education overview
5. Staff/ Student Recognitions
6. Community Updates
7. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)
8. Building Use
9. Fundraiser Requests

- Dr. Goldberg presented the student representative report that was submitted by the student representative, Gabriela Vianna. Highlights of the following topics were provided: athletics, community events and extracurricular clubs.
- Dr. Goldberg thanked the school principals in honor of School Principal month.
- 2025-2026 Student Safety Data System report for period 2 was presented by Mrs. Gerckens.
- Districtwide HIB grade summary was also presented.
- Awareness weeks and support services was discussed.
- Anti-bullying coordinator and specialists contact information was provided.
- Mrs. Suter presented a special education overview: staffing, nurtured heart approach, safety care training, least restrictive environment (LRE) action learning group, FBA train the trainer series, autism program quality indicators, life skills curriculum and classroom spaces.
- Dayton Collegiate Academy: application process
- Assemblies on kindness and respect were provided at FMG, Caldwell and TLS.
- Class of 1966 and Class of 1976 toured JDHS.
- FMG 5th graders welcomed first responders to the Bulldog Café.
- JDHS marching band kicked off Fallapalooza and the open of Oakland Park.
- Calendar updates were provided.
- Civics day and service summit calendar update was provided.
- Dr. Goldberg recognized the following retirees and thanked them for their service: Robin Thompson, Steven Griffiths, Anthony Scarpelli.

Approval of the Superintendent's Report, as presented

Motion to Approve: Vice President Rinaldi
Seconded: Mrs. Rubin
Voice Vote: AYE- 5 NAY- 0

G. PUBLIC SESSION ON AGENDA ITEMS

None

H. BOARD GOVERNANCE, POLICY, AND COMMUNICATIONS COMMITTEE-

Vice President Rinaldi

Items 1 through 18 & Addenda Items 34-35

The Superintendent recommends:

1. Staff Appointments

To approve the following staff appointments:

a. Sloane Silverman, Special Education Leave Replacement Teacher, FMG, effective on/about October 12, 2026 through March 12, 2027 at Step 1-MA $68,147.
Account Number: 11-130-100-101-01-10

b. Emily Klick*, Instructional Aide- Autism Program, EVW, effective on/about October 27, 2026 through June 30, 2027 at $24.62/hr + $1,250 annual stipend.
Account Number: 11-214-100-106-00-09

c. Jason Link*, Instructional Aide - Autism Program, FMG, effective on/about October 27, 2026 through June 30, 2027 at $24.62/hr + $1,250 (annual stipend).
Account Number: 11-214-100-106-00-06

d. Samuel Aquavia*, Instructional Aide, Itinerant, effective on/about October 27, 2026 through June 30, 2027 at $24.62/hr.
Account Number: 11-000-217-100-00-11

* *Pending Criminal History Background Clearance*

2. Staff Retirement

To approve the following staff retirement:

a. Anthony Scarpelli, Special Education Teacher, FMG, effective January 1, 2027.
b. Robin Thompson, Instructional Aide, JC, effective January 1, 2027.

3. Staff Rescission

To approve the following staff rescission:

a. Janessa Cottage, Instructional Aide, Itinerant.

4. Staff Resignation

To approve the following staff resignation:

a. Jessica McClain, Group Aide, B/A Care, effective October 22, 2026.
b. Gabriella Pires, Substitute Aide, Itinerant, effective October 23, 2026.

5. District Substitutes

To approve substitutes for the 2026-2027 school year. NJ Certified Teachers- $135/day, Sub Certified- $125/day, Paraprofessionals- $20/hr., Secretary- $20/hr., Custodian- $20/hr., Nurse-$190/day, Bus Driver/CDL Exempt Drivers- $25/hr.

TEACHER

Katherine Sitnik Sub Certified N-12

AIDE

Janessa Cottage

6. Leave of Absence Request

To approve the following leave of absence and revisions:

Name	Leave Request	Date From	Date To	Rate
#2986	Medical		10/9/2026 – 11/6/2026	Full salary; accumulated sick days/Unpaid
#0209	Medical		10/21/2026 – 1/22/2027	Unpaid
#3209	Medical	4/15/2026 – 10/31/2026	4/15/2026 – 11/6/2026	Full salary; accumulated sick days/Unpaid
Alyssa Schultz	Pre-Disability Leave/ FMLA	9/1/2026 – 9/24/2026	9/1/2026 – 9/18/2026	Full salary; accumulated sick days
	Post Disability Leave/ FMLA	9/25/2026 – 10/23/2026	9/19/2026 – 11/15/2026	Full salary; accumulated sick days
	Maternity Leave	10/24/2026 – 2/21/2027	11/16/2026 – 2/15/2027	Unpaid
#3317	Medical – FMLA		9/30/2026 – 11/13/2026	Full salary; accumulated sick days/Unpaid

7. High School and Middle School Additional Teachers and Classes

To approve the following revision teachers to teach an additional class for the 2026-2027 school year:

Name	Location	Department	Section/Period	Amount	Account	Effective Date
Nathaniel Lazar	JDHS	Science	4 periods	$21,251.22	11-140-100-101-28-14	9/1/2026 – 6/18/2027

**Original Agenda resolution appeared on the August 31, 2026, Regular Public Meeting, resolution no. 39*

8. Athletic Event/ Supervisor

To approve the following athletic event staff/site supervisor for the 2026-2027 school year. Site Supervisor Rate: $46.65/hr; Event Staff: $32.50/hr:

Name	Position
Patricia Mannino	Site Supervisor
Alyssa Krutis	Event Staff
Mohamed Zahriah	Event Staff
Christopher Adams	Event Staff

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

9. Athletic Coaches

To approve the following athletic coaches for the 2026-2027 school year:

Position	Name	Rate
Assistant Baseball Coach	Peter Dercole	$5,936.40

Account Number: 11-402-100-100-46-14

10. After School Programs

To approve the following staff for the After School Programs. Teacher Rate: $56.55/hr.

Name	Location	Program	Hrs./Days
Mandee Bellarosa	JDHS	Title I Academic Intervention ^	Up to 10 hours
Alexis Mojka	JDHS	Title I Academic Intervention ^	Up to 10 hours
MaryEllen Powers	JDHS	Title I Academic Intervention ^	Up to 10 hours
Jillian Rose	JDHS	Title I Academic Intervention ^	Up to 10 hours
Ashley Campos	FMG	Title I Academic Intervention ^	Up to 20 hours
David Dougherty	FMG	Title I Academic Intervention ^	Up to 20 hours
Gregory Ducore	FMG	Title I Academic Intervention – Substitute ^	As Needed
Rocio Gomez	FMG	Social Emotional Program*	Up to 5 hours
Adrianna Oliveira	JC	Social Emotional Program*	Up to 10 hours
Katherine Frankhouser	JC	Title I Academic Intervention^	Up to 10 hours
Jay Faigenbaum	TLS	Title I Academic Intervention^	Up to 20 hours
Maria Cruz	TLS	Title I Academic Intervention^	Up to 20 hours

Account Number: ^20-231-100-101-31-12(Title I);*20-280-100-100-35-12(Title IV)

11. Presenter

To approve the following staff to provide professional development at a rate of $56.55/hr:

Name	Hrs./Days
Wendy Garrod	1 hour
Cheryl Paolino	1 hour
Christina Rodriguez	1 hour
Kimberly Tuttle	1 hour

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

12. Before/ After School Program/ Childcare

To approve the following appointments:

Name	Position	Rate
Nicole Escalante	Sub. Associate Childcare Provider	$25.25/hr.
Ninetta White*	Sub. Associate Childcare Provider	$25.25/hr.
Ninetta White*	Group Leader	$25.25/hr.
Mayra Sanchez*	Group Aide	$17.38/hr.

**Pending Criminal History Background Clearance*

13. Extracurricular/ Club Advisors

To approve the following extracurricular/club advisors appointments revision at FMG:

Name	Position	Rate	Dates
Sarah David	Diversity Club Co-Advisor	$388.93*	9/5/2026 – 6/30/2027
Robert Tompson	Diversity Club Co-Advisor	$388.93	9/5/2026 – 6/30/2027

**Original Agenda resolution appeared on the September 28, 2026, Regular Public Meeting, resolution no. 13*

Account Number: 11-401-100-100-45-06

14. Home Instructors

To approve the following home instructor for the 2026-2027 school year as needed, rate of $45.43:

a. Megan Theobald
Account Number: 11-150-100-101-63-11, Cost not to exceed: $4,000.00

15. Breakfast Monitor

To approve the following staff as breakfast monitors at the rate of $26.65/daily breakfast:

Name	Location
Lauren Turner – Substitute	EVW
Caitlin Lowe - Substitute	EVW

Account Number: 60-910-100-100-00-00 (Food Service)

16. Chaperone/ Detention FMG Staff

To approve the following staff for the 2026-2027 school year. Detention Rate: $32.50; Chaperone Rate: $32.50

Name	Position
Michael Abbate	Chaperone
Nicole Escalante	Chaperone

Account Number: 11-401-100-100-45-06

17. Harassment/ Intimidation/ Bullying Incidents

To affirm the following harassment/ intimidation/ bullying incidents:

- 050-2627-01
- 090-2627-01

18. District Policies

1. To approve the following district policies and regulations for First Reading:
   a. P6112 - Reimbursement of Federal and Other Grant Expenditures (M)
   b. Reg. 6115.01 - Federal Awards/Funds Internal Controls-Allowability of Costs (M)
   c. P6115.02 - Federal Awards/Funds Internal Controls-Mandatory Disclosures (M)
   d. P6311 - Contracts for Goods or Services Funded by Federal Grants (M)
   e. P8561 - Procurement Procedures for School Nutrition Programs (M)
   f. P2411 – Career Education and Academic Counseling (M)

2. To approve the following district policies and regulations for Second Reading & Adoption:
   a. Reg.5530-Substance Abuse (M)
   b. P1230-Superintendent's Duties (M)
   c. P5461-High School Diplomas (M) NEW
   d. P0162.01-Legal Notices (M) NEW
   e. P2260-Equity in School and Classroom Practices
   f. Reg. 5500/5600-Expectations for Student Conduct/Student Code of Conduct

ADDENDA

H. <u>BOARD GOVERNANCE, POLICY, AND COMMUNICATIONS COMMITTEE</u>

Items 34-35

34. Leave of Absence Request

To approve the following leave of absence revisions:

Name	Leave Request	Date From	Dates To	Rate
Renee White	Pre-Disability Leave/ FMLA	9/28/2026 – 10/3/2026	9/28/2026 – 9/29/2026	Full salary; accumulated sick days
	Post Disability Leave/FMLA	10/4/2026 – 11/1/2026	9/30/2026 – 11/13/2026	Full salary; accumulated sick days/Unpaid
	FMLA/NJFLA	11/2/2026 – 1/3/2027	11/14/2026 – 2/12/2027	Unpaid

35. Athletic Event/ Site Supervisor

To approve the following athletic event staff/ site supervisor for the 2026-2027 school year. Site Supervisor Rate: $46.65/hr.; Event Staff rate: $32.50/hr.:

Name	Position
Lauren Gettler	Event Staff
Brianne Triano	Event Staff

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

Approval of Board Governance, Policy, and Communications Items 1 through 18 & Addenda Items 34-35

Motion to Approve: Vice President Rinaldi

Seconded: Mrs. Rubin

Roll Call

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

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

Mrs. Gamarekian

Items 19 through 27 & Addenda Items 36 and 37

The Superintendent recommends:

19. Special Education Related Services/Placements

To approve the following tuition contracts for educational and related service(s) for the 2026-2027 school year.

School	Student/s	ESY/Tuition Services	ESY Aide	SY Tuition	SY Aide	Total
Academy 360, Lower School, a program of Spectrum 360*	0810			$80,126.24	$38,740.00	$118,866.24
ECLC*	1919				$2,000.00	$2,00.00

Account Number: ^11-000-100-567-98-11

20. Professional Services

To approve the following professional services contract for the 2026-2027 school year:

Vendor	Services	Original	Change	Cost Not to Exceed
Educere LLC*	Home Instruction	$1,000.00		$1,000.00
Union County Educational Services Commission*	Home Instruction	$3,000.00		$3,000.00
Best Choice Home Care LLC^	Nursing Services	$25,000.00	$15,000.00	$40,000.00

Account Number: *11-150-100-320-63-11, ^11-000-213-300-00-11

21. Education Programs

To approve the following education program for 2026-2027 school year:

Student	Vendor	Service	Dates	Cost Not to Exceed
1503	Actual Solutions LLC	Bedside Instruction	9/28/2026 – approx. 4 wks.	$2,800.00
0810	Teacher Tutors, LLC	Bedside Instruction	9/24/2026- approx. 4 wks.	$5,200.00
0901	Educere LLC	Bedside Instruction (History/Health)	10/2/2026 – 6/18/2026	$1,000.00
0710	Union County Educational Services Commission, LLC	Bedside Instruction	10/2/2026 – approx. 3wks.	$3,000.00
1313	Learnwell (EI US, LLC)	Bedside Instruction	10/7/2026 – approx. 3 wks.	$2,181.00

1503	Learnwell (EI US, LLC)	Bedside Instruction	10/13/2026 – approx. 3 wks.	$2,181.00

Account Number: 11-150-100-320-63-11

22. Field Trip Destinations/ Class Trip

a. To approve the following additional field trip destinations for the 2026-2027 school year.

Destination	City	State
Littoral Society Office	Highlands	NJ
Sterling Mine	Ogdensburg	NJ

b. To approve the following out of state class trip destination for the 2026-2027 school year.

Destination	Date	Purpose of Trip
Washington DC	June 3 – 4, 2027	8th grade Class Trip

23. Tuition Contracts

To approve the tuition contracts between the Springfield Board of Education and the Department of Children and Families. The fees shall be paid to the district by the Department of Children and Families.

ID#	Amount
2313	$19,820.00
2324	$32,051.00

24. Preschool Projected Enrollment

To approve the authorization to submit the FY 2027 projected Preschool Enrollment.

25. Preschool Operational Plan

To approve preschool operational plan for the 2027-2028 school year.

26. District Contract

To enter into a contract between the Springfield Public Schools and the Union County of Division of Children and Youth Services to present educational workshops and programming from October 27, 2026 – June 19, 2027 at not cost to the Board of Education. The workshops can be at various school locations to support our students in grades 3 – 7.

27. Settlement Agreement

To approve the settlement agreement between the Springfield Board of Education and parents of student #0301

ADDENDA

I. <u>SCHOOL ADMINISTRATION, ACADEMIC PROGRAMS, AND ATHLETICS COMMITTEE-</u>

Item 36 and 37

36. Special Education Related Services/ Placements

To approve the following tuition contracts for educational and related service(s) for the 2026-2027 school year.

School	Student/s	ESY Tuition Services	ESY Aide	SY Tuition	SY Side	Total
Garden Academy*	0321			$99,364.50		$99,364.50
Celebrate the Children	0108			$72,270.00	$30,660.00	$102,930.00

Account Number: *11-000-100-566-98-11

37. Settlement Agreement

To approve the settlement agreement between the Springfield Board of Education and parents of student #0108

Approval of the School Administration, Academic Programs, and Athletics Items 19 through 27 & Addenda Items 36 and 37

Motion to Approve: Mrs. Silva
Seconded: Mrs. Rinaldi

Roll Call

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

J. FINANCE, FACILITIES, AND SECURITY COMMITTEE- *Mrs. Turnbull*

Items 28- 30 and 32- 33

The Superintendent recommends:

28. Monthly Certification

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

Pursuant to N.J.A.C. 6:20-2.l3 (d), I certify that as of September 30, 2026 no budgetary line item account has obligations and payments (contractual orders) which line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1

_____ _____

Board Secretary Date

b. Board of Education's Monthly Certification, Budgetary Major Account/Fund Status Pursuant to N.J.A.C. 6:20-2.l3 ©, we certify that as of September 30, 2026 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20- 2.l3(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator/Board Secretary and is assumed by the board to be correct.

29. Board Secretary/ Treasurer Report

To approve the board secretary/ treasurer reports for the period ending September 30, 2026.

30. Bills List

To approve the check numbers 060595 through 060772 and wire transfer G63957, G63978, G63984, G63985, G63986, G63987, G63988, G63997, G63998, G63999, G64000, G64005, G64013, G64014, G64017, G64018 and P64004 in the amount of $4,673,134.73 minus voided check 060484 for the grand total of $4,532,047.35.

31. Budget Transfers

To approve budget transfer for the 2026-2027 school year.

Account Code	Account Name	To	From
11-000-216-320-55-11	RELATED SERVICES		$81,000.00
11-000-217-320-00-11	Paraprofessional Services	$75,000.00	
11-000-230-100-02-01	SALARY TREASURER	$932.00	
11-000-230-340-01-01	CONTRACTED SERVICES RTK		$932.00
11-150-100-320-63-11	HOME INSTRUCTION PURCH. PROF. ED	$6,000.00	
11-204-100-106-00-09	LLD AIDES	$12,578.00	
11-204-100-106-00-14	LLD AIDES	$54,021.00	
11-213-100-106-00-06	RESOURCE AIDES		$30,680.00
11-213-100-106-00-09	RESOURCE AIDES		$54,021.00
11-216-100-106-00-09	PSD AIDE SALARIES	$18,102.00	
20-218-200-105-00-00	PEA SECRETARY	$3,003.00	
20-218-200-173-00-00	CPIS	$2,097.00	
20-218-200-176-00-00	MASTER TEACHER	$1,458.00	
20-218-200-200-00-00	BENEITS		$6,558.00

32. 2026-2027 Joint Transportation Agreement

To enter into contract with Hamilton Board of Education for a joint transportation agreement to and from school 9/2/2026-6/18/2027. Contract payable to Hamilton Board of Education for $59,666.40.

33. Cooperative Pricing System

To authorize purchases, in accordance with N.J.A.C. 5:34-7.11(c), with vendors that have been awarded contracts through the following cooperative pricing systems. The following vendors agree to sell goods and services to the Board of Education in accordance with all conditions of the individual contract that has exceeded the bid threshold in the aggregate. The duration of the contracts between the Springfield Board of Education and the referenced vendor listing in the cooperative pricing system shall be for the 2026-2027 school year as amended from time-to-time by the cooperative pricing system. Listing of vendors shall be on file in the business office.

a. Monmouth-Ocean Educational Services Commission (MOESC) (Attachment A)

Approval of Finance, Facilities, and Security Items 28- 30 and 32- 33

Motion to Approve: Mrs. Rubin

Seconded: Vice President Rinaldi

Roll Call

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

K. OPEN PUBLIC SESSION

None

L. ADJOURNMENT

Moved: Mrs. Silva

Seconded: Vice President Rinaldi

Time: 8:28 PM

Voice Vote: AYE- 5 NAY-0

Upcoming Meeting

a. Regular Meeting– November 16, 2026 at 7:00 PM in the JDHS IMC

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Michelle Calas

Business Administrator/Board Secretary

SPRINGFIELD PUBLIC SCHOOLS · 2026–2027

Superintendent's Report

October 26, 2026

#SPSCompassionate&Extraordinary

Our Vision and Mission

VISION

Cultivating compassionate and extraordinary learners!

MISSION

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

TONIGHT'S AGENDA

Report Overview

1. **Student Representative Report**
   Gabriela Vianna
2. **2025–2026 School Self-Assessment for Determining Grades Under the Anti-Bullying Act**
   Ms. Meredith Gerckens
3. **Student Safety Data System (SSDS) Reporting Period 2, SY 2025–2026**
   Ms. Meredith Gerckens
4. **In Our Schools**
5. **Calendar Reminders**

PRINCIPAL APPRECIATION MONTH

Thank You to Our Principals!

Dr. Norman Francis, Jr.
Jonathan Dayton High School

Mr. Ron Slate
Florence M. Gaudineer Middle School

Mr. Dave Rennie
James Caldwell School

Mr. Tim Kielty
Thelma L. Sandmeier Elementary

Dr. Jonathan Firetto
Edward V. Walton Elementary

WITH GRATITUDE

Thank you for leading our schools every day!

Student Safety Data System Reporting

SSDS 2025–2026 Reporting Period 2

Ms. Meredith Gerckens

SSDS · 2025–2026 REPORTING PERIOD 2

Incidents, Trainings, and Programs by School

Category	EVW	JCS	TLS	FMG	JDHS	Total
Total incidents	1	0	0	10	8	19
Violence	0	0	0	8	3	11
Vandalism	1	0	0	1	1	3
Substances	0	0	0	0	1	1
Weapons	0	0	0	0	0	0
HIB alleged	8	1	0	8	3	20
HIB confirmed	0	0	0	1	3	4
Other incidents leading to removal	1	0	1	0	5	7
HIB trainings	8	7	11	5	8	39
HIB programs	8	7	6	1	10	32

HIB Training

Instruction and/or practice activities specifically designed to prepare someone to implement a program or strategy, fulfill a responsibility, or implement a skill proficiently.

HIB Program

Events, plans, systems, or a series of scheduled organized activities or procedures under which action may be taken toward a goal. A single event is not a program unless it meets this definition.

ANTI-BULLYING BILL OF RIGHTS ACT

HIB Grade Summary: 2025–2026 School Year

Ms. Meredith Gerckens

2025–2026 HIB SELF-ASSESSMENT

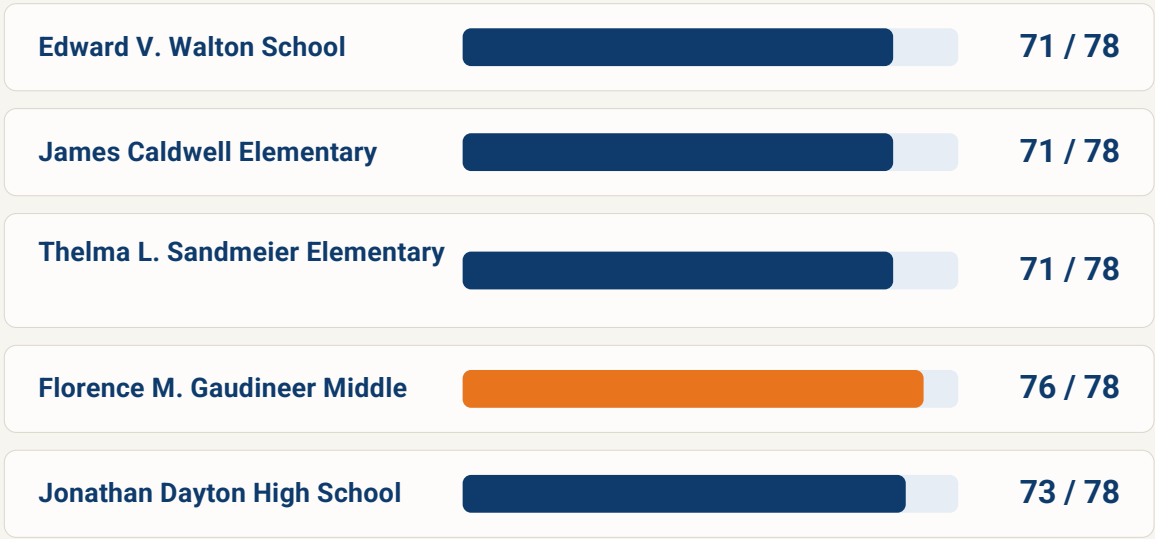
District-wide HIB Grade Summary

DISTRICT GRADE

72

out of 78 possible points

Based on each building's self-assessment for the 2025–2026 school year



2025–2026 HIB SELF-ASSESSMENT

School Scores by Domain

Domain	EVW	JCS	TLS	FMG	JDHS	Max
Programs, Approaches, or Other Initiatives	13	13	14	14	13	15
Training on the BOE-Approved HIB Policy	8	8	8	9	9	9
Other Staff Instruction & Training Programs	13	12	13	14	13	15
Curriculum & Instruction on HIB & Related Information & Skills	4	6	5	6	5	6
HIB Personnel	9	8	9	9	9	9
School-Level HIB Incident Reporting Procedure	6	6	5	6	6	6
HIB Investigation Procedure	12	12	11	12	12	12
HIB Reporting	6	6	6	6	6	6
School Grade	71	71	71	76	73	78

Strongest areas: **HIB Reporting** (every school 6 of 6) and the **HIB Investigation Procedure** (four of five schools 12 of 12).

HIB PROGRAMS & TRAINING

Staff Training

Mandatory Annual HIB Training

All staff complete annual training on New Jersey's law on Harassment, Intimidation, & Bullying: **"Bullying: Recognition and Response."**

Information Distribution

Anti-Bullying Specialists and principals share information at the start of each school year with students and all staff who have contact with students.

Other Staff Trainings

- Child Abuse Prevention
- Student Alcohol & Substance Misuse
- Crisis Prevention Training
- McKinney-Vento Homelessness Awareness and Identification
- Creating a Respectful Workplace and Learning Culture
- Youth Suicide: Awareness, Prevention, and Postvention

NEW FOR 2026–27

Nurtured Heart Training

Grief and Loss Specialist Training

Counselors only

DISTRICT INITIATIVES

Core Programs & Curriculum

Heroes and Cool Kids

6th graders receive three key decision-making lessons led by high school student “Heroes.”

Start with Hello

K–12 program empowering students to reduce social isolation, build peer connections, and foster community support.

Say Something Anonymous Reporting

24/7 Sandy Hook Promise system for tips that help prevent violence, bullying, and self-harm.

No Place for Hate

District-wide pledge and 3 events per building each year on safety, diversity, equity, and inclusion, in all 5 schools.

Springfield Leadership

High school upperclassmen course creating student-led, adult-supported transition lessons for underclassmen.

Peer Mediation Program

Running at TLS and JC, and expanding to EVW for 2026–27.

DISTRICT INITIATIVES

Awareness Weeks & Support Services

Awareness Weeks

- **Week of Respect**
- **School Violence Awareness Week**
- **Red Ribbon Week**
- **Wellness Day & Mental Health Action Day**

Support Services

Ongoing SEL Groups

Lunchtime and after-school social-emotional learning groups, K–8

Soluna Partnership

NEW FOR 2026–27

Marble Health Partnership

Virtual mental health service connecting students with licensed therapists for individual and group therapy, in collaboration with school counselors and families. Accepts most commercial insurance plans and Medicaid.

SOCIAL EMOTIONAL LEARNING · ALL GRADE LEVELS

SEL Curriculum & Counselor Lessons

Self-Awareness | Self-Management | Social Awareness | Responsible Decision-Making | Relationship Skills

Elementary

Monthly character education lessons developed by counselors for each grade level.

Key topics: anti-bullying, empathy, respect, personal safety, and character building.

New for 2026–27

Second Step Bullying Prevention and Child Protection units added to the elementary counseling curriculum map.

Middle School

Counselor-led push-in and pull-out lessons, one per semester for each grade level.

Key topics: anti-bullying and suicide prevention awareness.

New for 2025–26 and 2026–27

Erika's Lighthouse depression education; small-group counseling on empathy and empowerment with Union County DCF.

High School

Counselors lead grade-level discussions throughout the year.

Key topics: anti-bullying and suicide prevention awareness.

New for 2026–27

Sandy Hook Promise "Know the Signs" pilot for the 8th grade to high school transition.

NEW INITIATIVES · DISTRICT-WIDE

NJ Goes Gold and Blue

WE TOOK THE PLEDGE

A statewide movement uniting New Jersey schools in a shared commitment to preventing harassment, intimidation, and bullying.

To celebrate Springfield taking the Blue & Gold Pledge, our community wore blue or gold on **Friday, October 9**.

How You Can Help

Talk it through: encourage your child to share what they learn and how it feels to participate.

Lead by example: model respectful behavior at home, in public, and online.

Stay involved: follow your child's school for updates during the Week of Respect and all year.

Resources & Events

Our district HIB policy and resources are on the district **Anti-Bullying website**.

We held our **first-ever HIB policy and procedure Lunch & Learn** for parents on 10/21. The recording is on the school counseling website.

Wellness resources and past program recordings are there too.

WHO TO CONTACT

Anti-Bullying Coordinator & Specialists

School	Name & Title	Ext.	Email
District Coordinator	Lillian Abadir Chou, School Counselor	5521	lchou@springfieldschools.com
Walton (EVW)	Alexis Bellardino, Assistant Principal	2515	abellardino@springfieldschools.com
Caldwell (JCS)	Adrianna Oliveira, School Counselor	4515	adoliveira@springfieldschools.com
Sandmeier (TLS)	Marie Purcell, School Counselor	3020	mpurcell@springfieldschools.com
Gaudineer (FMG)	William Douma, School Counselor	1516	wdouma@springfieldschools.com
Dayton (JDHS)	Darlene Hill, School Counselor	5518	dhill@springfieldschools.com

MAIN NUMBER

973-376-1025, then the extension

STATE SCHOOL CLIMATE COORDINATOR

hib@doe.nj.gov

This information, our HIB policy, and additional resources are on the anti-bullying page of the district website.

Questions?

STUDENT SUPPORT SERVICES

SPRINGFIELD PUBLIC SCHOOLS

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



CULTIVATING COMPASSIONATE AND EXTRAORDINARY LEARNERS

DEPARTMENT OF SPECIAL EDUCATION: AN OVERVIEW

We are excited to begin a new learning journey together. This year will be full of new experiences, knowledge, and opportunities for growth.





SPECIAL EDUCATION STAFFING

Current Paraprofessional Needs:

- 10 openings
- Based on students moving from early intervention to preschool child with a disability, two of these have been newly added.
- Delta-T Substitutes-working with agency to continue consistent services while we hire SPSD staff.
- In the last 13 months of my tenure in Springfield, I have conducted well over 80 interviews, with the majority of them being for paraprofessionals.
- Working with human resources to identify a way to build capacity for current non-instructional aides to take the para-pro, which is a requirement for staff to be considered ‘instructional’ and hold certification.

NURTURED HEART APPROACH



NHA is a relationship system which teaches significant adults how to strongly energize and recognize the child's experiences of success while not accidentally giving more relationship to their experiences of failure. Structured around Three Stands, or tenants NHA is a strategic, systems approach designed to build the capacity of children (and the adults who work with them) to manage life's inevitable challenges.

SAFETYCARE TRAINING



Reinforcement-based supports that reduce the frequency and severity of behavioral crises, grounded in evidence-based behavioral science. Developed by Board Certified Behavior Analysts (BCBAs) using errorless teaching (structured practice that minimizes mistakes while learning) and fluency-based mastery.



STUDENT CENTERED

FOCUSED ON RELATIONAL LEARNING

Our goal is to create a positive learning environment where students can develop knowledge, skills, and confidence.



OFFICE OF SPECIAL EDUCATION
TRAININGS AND PARTNERSHIP



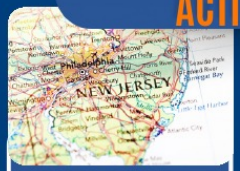
SPRINGFIELD PUBLIC SCHOOLS
TO SEARCH ★ TO LEARN
TO SERVE
SPRINGFIELD NJ

A Journey to Improve Access, Opportunity & Outcomes

COHORT2 | 2026–2027



WELCOME TO THE LEAST RESTRICTIVEENVIRONMENT (LRE) ACTION LEARNING GROUP



Location

LRC – North Satellite
William Paterson University
1600 Valley Road, Suite G001
Wayne, NJ 07470



Session Dates and Times

FullDay: 9:30AM – 2:30PM

October 8, 2026 | November 17, 2026 | January 7, 2027 | February 25, 2027 | April 29, 2027 | June 3, 2027



The Process

Gap Identification→ Root Cause → Stakeholder Voice → Implementation Team → Theory of Action → Monitoring & Sustainability

SESSIONS START OCTOBER 8TH

Contact Us

Eileen.osieja@doe.nj.gov | Erice.reid@doe.nj.gov | Alexandra.pensiero@doe.nj.gov | Damian.petino@doe.nj.gov | OSEinfo@doe.nj.gov

Website

nj.gov/education/specialed/engagement/LREALG.shtml

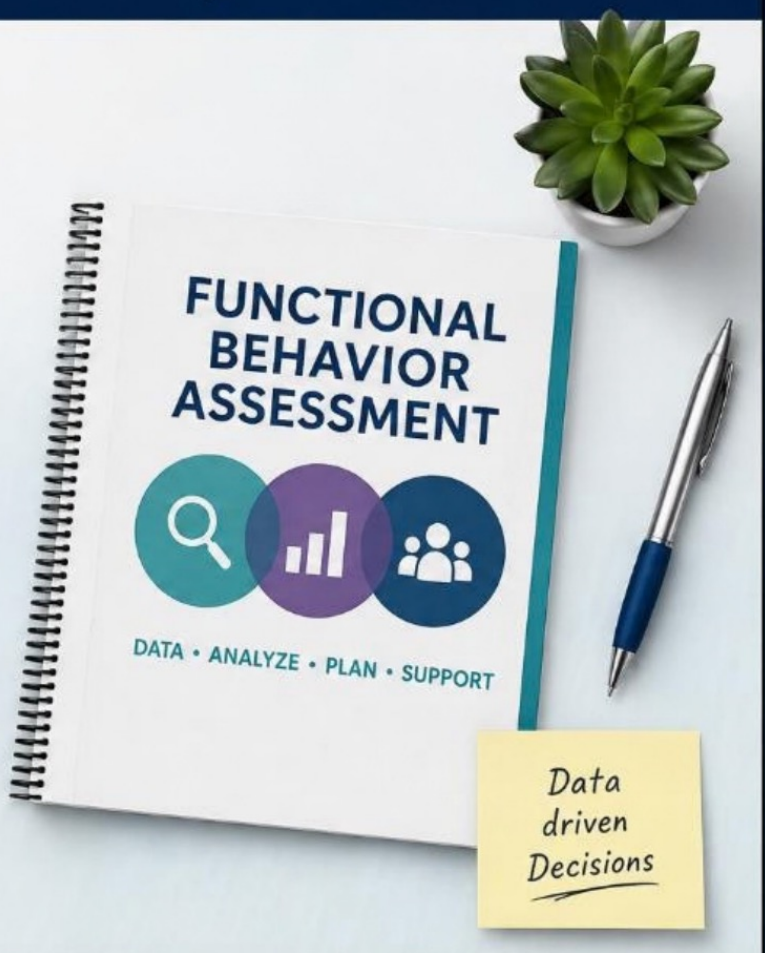
Learning Outcomes

- Develop a foundational understanding of inclusion and LRE by distinguishing among inclusion as a philosophy, inclusive education as a set of practices, and LRE as a legal requirement.
- Build a shared understanding of what meaningful inclusion looks like and inform current perspectives and practices.
- Consider how legal requirements, placement decisions, and inclusive practices work together to support access, participation, belonging, and learning for students with disabilities.

NJDOE
Office of Special Education

OSE Office of Special Education

FBA TRAIN THE TRAINER SERIES



Welcome to the FBA Train the Trainer Series.
This series is designed to build your knowledge and confidence in conducting high-quality Functional Behavior Assessments (FBAs) and training others in effective FBA practices.

OUR GOAL
Strengthen capacity, improve practices, and support positive outcomes for students.

AUTISM PROGRAM QUALITY INDICATORS

PARTNERING WITH THE OFFICE OF SPECIAL EDUCATION AUTISM SPECIALISTS AND SPSD STAFF TO EVALUATE OUR CURRENT PROGRAMS AND PRACTICES. THIS PROCESS WILL ALLOW US TO IDENTIFY OUR STRENGTHS AND ANY WEAKNESSES, SO WE CAN CONTINUE TO IMPROVE OUR PROGRAMS.

Evidence-Based Practices

Evidence-Based Practices for Students with ASD

High-quality programs for students with autism share common characteristics (or indicators), which, in practice, set standards that can serve as best practices. This document, the New Jersey Autism Program Quality Indicators-Revised (APQI-R), reflects current evidence-based practices (EBP) for students with ASD.

As IEP teams develop measurable annual goals and short-term objectives to address the needs of students with ASD, they should adhere to the IDEA mandate that educational interventions and instructional methodologies must be validated by scientifically-based research.

Over the past few decades, a considerable amount of research has been dedicated to understanding the educational needs of students with ASD, resulting in the expansion of evidence-based educational practices that address their complex learning needs. IEP teams must be knowledgeable about the range of EBPs (e.g., interventions, pedagogies, strategies, methodologies, and accommodations) and identify those that can address the student's needs.

> The National Professional Development Center on Autism Spectrum Disorders (NPDC-ASD) and The National Clearinghouse on Autism Evidence and Practice defined EBP as those practices for which efficacy is established through peer-reviewed research in scientific journals. They have collectively identified 28 interventions that were demonstrated to be effective when instructing students across the spectrum and various age ranges and skills.

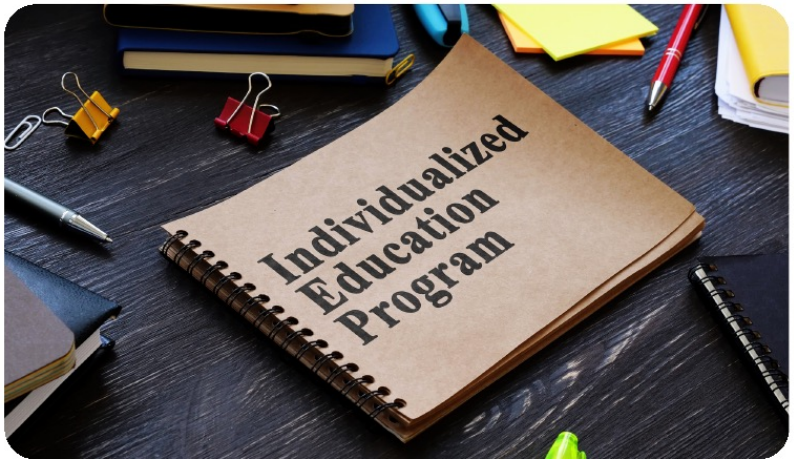
The information contained in this guidance document pertains to all students with ASD in New Jersey school districts. This document is intended to be a tool to guide districts in developing, implementing, and monitoring quality autism programs.

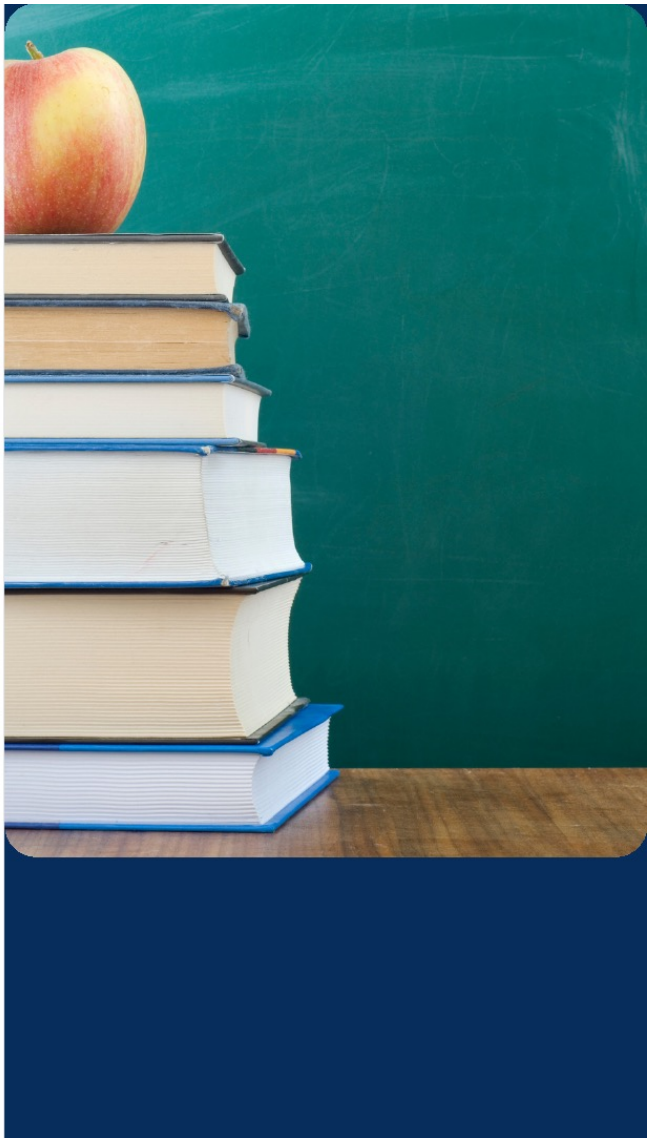
TEACHER TRAINING

FALL OF 2026: TEACHING STUDENTS WITH DIFFERENCES

FALL OF 2026: UNIVERSAL DESIGN-TIERED INSTRUCTION

NOVEMBER 2026: IEP DEVELOPMENT AND SPECIAL EDUCATION GOALS AND OBJECTIVES





NEW IEP SOFTWARE PROGRAM: FRONTLINE EDUCATION

frontline education™

EASY TO ACCESS IEP SUPPORT FOR CASE MANAGERS

Case managers can easily look up how to use various elements of the program with Frontline Education's Learning Center for Support.

MORE SUCCINCT, LESS REDUNDANT

IEPs developed with Frontline may be easier to interpret and understand.

COLLABORATION PORTAL

Eventually, we will be sharing documents through the collaboration portal! Stay tuned and please be patient as our case managers learn how to use the program.

LIFE SKILLS: BUILDING PROGRAMS AND CURRICULUM TO SUPPORT LEARNERS TODAY, AND FOR THE FUTURE

Starting in 5th Grade: FMG

Students will begin to explore life skills curriculum through work-based curriculum and experiences. Have you heard about the Bull-Dog cafe?

Community-Based Instruction

CBI: is an educational strategy that teaches academic, social, and functional life skills in real-world, natural community environments rather than just inside a traditional classroom.

New JDHS Life Skills Classroom

This classroom will enhance our life-skills instruction and curriculum! We're excited to see it finished!

LET'S HAVE A GREAT YEAR

THANK YOU

Let's work together to make this school year successful, enjoyable, and full of achievements.

JONATHAN DAYTON HIGH SCHOOL

Dayton Collegiate Academy: Application Process

PHASE I

Initial Consideration

Choice deadline: Nov. 24, 2026 **In-District deadline: Jan. 8, 2027**

- Parental commitment
- Student application and questionnaire
- Transcripts for grades 6 and 7, sent directly from school
- Student Progress Report, Grade 8 Q1
- Standardized test scores from 6th, 7th, and/or 8th grade, if available
- Two academic references (no relatives) sent to Dr. Francis
- Supplemental test scores or materials (PSAT, TerraNova, etc.)

PHASE II

Invited Candidates

- Morning session at Jonathan Dayton High School (date TBD)
- Written assessment based on a specific prompt (about 1 hour)

QUESTIONS?

Dr. Norman Francis Jr., Principal
nfrancis@springfieldschools.com

Mrs. Jacqueline Ritter, School Counselor
jritter@springfieldschools.com

AROUND THE SCHOOLS

Scenes from Week of Respect & Start with Hello





AROUND THE SCHOOLS

Assemblies on Kindness & Respect



At **Caldwell & TLS**, Jared Campbell presented an assembly centered on friendship, kindness, and respect.



At **FMG**, Richard Specht shared how random acts of kindness changed his life and can change the world!

JONATHAN DAYTON ALUMNI

Bulldogs Forever!

Class of 1976



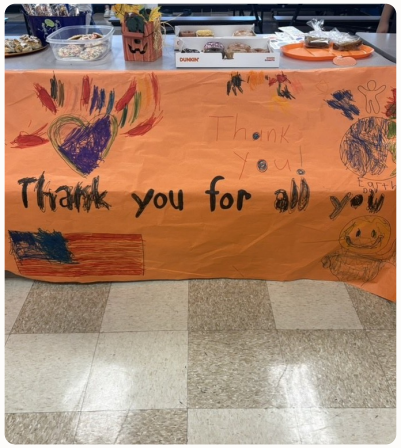
Class of 1966



AROUND THE SCHOOLS

Celebrating Our Community

FMG fifth graders welcomed first responders to the Bulldog Cafe!





JDHS Marching Band kicked off Fallapalooza and the opening of Oakland Park!





CALENDAR REMINDERS

Mark Your Calendars!

Tues., Nov. 3

Schools Closed for Students

Election Day / Staff Professional Development

Thurs. & Fri., Nov. 5–6

Schools Closed for Staff & Students

NJEA Teachers Convention

Mon., Nov. 16

Board of Education Meeting

Thurs. & Fri., Nov. 19–20

PK–5 Parent-Teacher Conferences

Wed., Dec. 2

Office Hours with Dr. Goldberg

9–11 AM at the Chisholm Community Center

MORE EVENTS

Visit the Calendars on our website to see events at all of our schools!



COMMUNITY EVENTS

Community Park Cleanup

Sunday, November 1

11 AM – 2 PM · Laurel Park

- Gloves and bags provided for volunteers
- Dress appropriately: boots and long pants
- Community service hours offered for those who need them

Together we make a cleaner, greener community!



STUDENT-LED · FLORENCE M. GAUDINEER MIDDLE SCHOOL

Civics Day & Service Summit

Active Citizenship Through Local Impact

Tuesday, October 27

7th grade 8:00–9:00 · 6th grade 9:15–10:15 · 5th grade 10:20–11:20

FMG Orange Gym & IMC · Entry through the Rotunda

A morning of civic participation with **12 hands-on service and civics stations**, proudly led by our 7th and 8th grade student leaders.



HAPPY HALLOWEEN, SPRINGFIELD!

Stay Safe & Have Fun!

#SPSCompassionate&Extraordinary

BUILDING USAGE - November 2026

CALDWELL

	Rental	Organization/Event	Person Responsible	Dates/Location
		Recreation Basketball	A. Lieb	Monday to Friday. Gym.
		PTA Meeting	N. Watts	11/11. Library.
		Scholastic Book Fair	N. Watts	11/13 to 11/20. IMC.

FMG

	Rental	Organization/Event	Person Responsible	Dates/Location
		Musical Auditions/Rehearsals	A. Mojka	Monday to Friday. Choir Room.
		Soccer Club of Springfield	M. Glowacki	Monday to Sunday. Field.
		St. James	A. Prescott	11/15. Cafeteria, classrooms.
		Rec Youth Basketball Tournament	A. Lieb	11/27 to 11/29. Blue gym/orange
				gym.
		Recreation Basketball	A. Lieb	Monday to Sunday.Blue gym/
				Orange gym.
		PTA Fundraiser	**J. Engelsman**	**10/21,10/22. Blue gym/Cafeteria.**
		Plant Distribution	**C. Alava**	**10/9. Front of school.**
		Rec Overflow Parking	**A. Lieb**	**10/3, 10/4, 10/10, 10/11.**
				Parking lot.
		JDHS Varsity Cheer Practice	A. Campos	11/23 to 11/30. Blue gym
		Dayton Girl's Basketball Tryouts	M. Liberato	11/2, 11/9 and 11/16. Orange gym.
		Halloween Dance	A. Reynders	10/23. Cafeteria, Blue gym.
		Civics Day	**S. David**	**10/26, 1027. Orange gym.**

JDHS

	Rental	Organization/Event	Person Responsible	Dates/Location
		College Funding Coach	M. Gerckens	11/12. Auditorium.
		Picture Day	K. Chomko	11/12. Main gym, Auditorium
				Lobby.
		FMG Musical Set Build	A. Mojka	11/24, 11/30. Auditorium.
		Soccer Club of Springfield	M. Glowacki	Monday to Sunday. Turf field.
		Dayton Boy's Basketball Clinic	J. Pulice	11/2. Main/East gyms.
		Recreation Men's Basketball	A. Lieb	Wednesdays. East gym.
		Rec Youth Basketball Tournament	C. Maricic	11/27 to 11/29. Main/East gyms.
		Recreation Basketball	A. Lieb	Monday to Sunday. Main/East
				gyms.
		Study Hall, Fall Sports	R. Lepski	Monday to Friday. Cafeteria.
				Room 21, 206 and fieldhouse.
		Lacrosse Practice	A. Apicella	Sundays. Turf Field.
		Alternatives Club	**M. Lagemann**	**9/28, 10/12. Room 206.**
		Senior College Planning Meeting	**J. Ritter**	**9/29, 9/30. IMC.**

		JDHS Fall Drama Rehearsals	**S. Hernandez**	**Monday to Friday. Sept/Oct.**
				Auditorium.
		DCA Information Session	**J. Ritter**	**10/13. IMC.**
		September Suicide Awareness	**M. Gerckens**	**9/24, 9/25, 9/28. IMC.**
		Movie Night	**A. Mojka**	**10/9. Cafeteria.**
		9th Grade Activity Fair	**T. Saladino**	**10/9. Room 1.**
		TRI-M Meeting	**D. Hilton**	**9/29. Auditorium.**
		FBLA Meeting	E. Moore	**9/29, 10/20**, 11/17. Room 16.
		JDHS Fall Drama Set Build	**S. Hernandez**	**10/3, 10/10, 10/13, 10,15, 10/17**
				Auditorium.
		Veteran's Ceremony (rain)	L. Donnelly	11/11. Auditorium.
		JDHS Soccer Team Bonding	**G.Paternostro**	**10/12. Room 3.**
		CLA Blood Drive	S. Ally	11/23. Main gym.
		Friendsgiving	T. Collins	11/24. Cafeteria.
		Wrestling Meeting	**J. Ulaschich**	**10/22. Room 1.**

TLS

	Rental	**Organization/Event**	**Person Responsible**	**Dates/Location**
		Soccer Club of Springfield	M. Glowacki	Monday to Saturday. Fields.
		Science Works	N. Graham	Wednesdays/Thursdays. Art Room.
		Recreation Basketball	A. Lieb	Monday to Friday. Gym.

WALTON

	Rental	**Organization/Event**	**Person Responsible**	**Dates/Location**
		Recreation Basketball	A. Lieb	Monday to Friday. Gym.
		Afterschool Programs	K. Geller	Monday,Thursdays,Fridays.
				Sept/Oct/November.Music Room.
				Sept/Oct. Tuesdays. Rm 21.
				Oct/Nov Mondays. Art Room.
		Community Engagement	**L. Hammer**	**10/9. Room 10.**
		Pumpkin Patch	**Engelsman**	**10/30. Gym, Blacktop.**

Bolded items are additions to last months schedule.

2026-2027 FUNDRAISERS
October 26, 2026 Brd. Mtg.

SCHOOL	EVENT	DATE OF EVENT	PRIN. SENT to Central office	SUPT./APPD	PRESENTED TO BOE
JDHS	Chipotle Dine/Donate	10/12/2026	9/24/26	9/24/26	10/26/26
JDHS	Panera Dine/Donate	11/20/26	9/24/26	9/24/26	10/26/26
JDHS	Panera Dine/Donate	10/28/26	9/24/26	9/24/26	10/26/26
EVW	Family Photo	10/11/26	9/23/24	9/24/26	10/26/26
EVW	Art Club	10/5-11/30/26	9/23/26	9/24/26	10/26/26
JDHS	Movie Night	10/9/26	9/29/26	10/1/26	10/26/26
JDHS	Concert Donations	1/14/26 & 5/13/2027	9/29/26	10/1/26	10/26/26
JDHS	Cake Pops	9/2026-6/2027	9/29/26	10/1/26	10/26/26
JDHS	Mystery Bags	10/13-24/26	9/29/26	10/1/26	10/26/26
EVW	Pretzel Pass	11/19,11/25,12/23/ 26 & 2/10,2/11/27	10/2/26	10/6/26	10/26/26
JDHS	Cheer Store Front	10/1/26-10/12/26	10/5/26	10/6/26	10/26/26
EVW	Halloween Dance	10/21-22/26	10/1/26	10/6/26	10/26/26
FMG	Pies	10/12-11/23/26	10/9/26	10/12/26	10/26/26
FMG	VDay Grams	Various Dates	10/9/26	10/12/26	10/26/26
JDHS	Boys Soccer	10/13/26	10/14/26	10/16/26	10/26/26
JDHS	Theatre	10/23/26	10/14/26	10/16/26	10/26/26
JDHS	Model UN	10/12-12/2/26	10/14/26	10/16/26	10/26/26
EVW	Prudential Center Tickets	10/16/26-01/29/27	10/16/26	10/19/26	10/26/26
FMG	Tech Week Snacks	11/16/26-12/10/26	10/19/26	10/22/26	10/26/26
FMG	Gift Sale NJHS	11/16/26-12/16/26	10/22/26	10/22/26	10/26/26

Springfield Public Schools
Policy

P 6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

The Cash Management Improvement Act (CMIA) and related Federal regulations require a State to minimize the time elapsing between the transfer of funds from the United States Treasury and the expenditure of funds for program purposes. This requirement applies to grantees such as the State of New Jersey and their subgrantees, such as a school district. The State of New Jersey and school districts must assure funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government.

In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment. The procedures as outlined in the NJDOE Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures shall be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under the Every Student Succeeds Act (ESSA), the Individuals with Disabilities Education Act (IDEA), the Strengthening Career and Technical Education for the 21st Century Act, and any other program designated by the NJDOE shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

Reimbursement requests by the School Business Administrator/Board Secretary or designee shall be made for individual titles and awards using the payment functionality of the EWEG system. Only one reimbursement request per month may be submitted for an individual title, award, or subgrant. Reimbursement requests may only be for expenditures that have already occurred or will occur within three business days of receipt of funds.

The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures within three business days of receipt of funds and that the expenditures are allowable and appropriate to the cost objective(s) of the subgrant.

The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created. The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.

Reimbursement requests must be in accordance with approved grant applications. A reimbursement request may be submitted at any time after the subgrant has received final NJDOE approval. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

DRAFT

Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed. Expenditures must be supported by documentation at the school district level but should not be submitted to the NJDOE with a reimbursement request. The Superintendent or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request. Documentation for salary expenditures is subject to the requirements of the Federal Uniform Grant Guidance. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the subgrant's cost objectives.

The NJDOE staff will review reimbursement requests to determine that they meet the subgrant's criteria. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the subgrant's cost objectives as the approval of expenditures will continue to be processed through the final report.

The School Business Administrator/Board Secretary or designee assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended within three business days of receipt of funds.

New Jersey Department of Education Policies and Procedures for
Reimbursement of Federal and Other Grant Expenditures – January 2023

Adopted: March 18, 2019
Readopted: March 18, 2024
First Reading: October 26, 2026

DRAFT

Springfield Public Schools
Regulation

R 6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS (M)

Expenditures must be aligned with approved budgeted items. Any changes or variations from the State-approved budget and grant application need prior approval from the State.

A. Delegation of Responsibility

When determining how the school district will spend its grant funds, the School Business Administrator/Board Secretary, will review the proposed cost to determine whether it is an allowable use of Federal grant funds before obligating and spending those funds on the proposed good or service.

B. Allowability Determinations

1. All costs supported by Federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part 200, Subpart E, which are listed below. The School Business Administrator/Board Secretary, must consider these factors when making an allowability determination. A section entitled, Helpful Questions for Determining Whether Costs are Allowable, is located at the end of this Regulation.

   2 CFR Part 200 sets forth general cost guidelines that must be considered, as well as rules for specific types of items, both of which must be considered when determining whether a cost is an allowable expenditure of Federal funds. The expenditure must also be allowable under the applicable program statute (e.g., Title I of the Elementary and Secondary Education Act (ESEA), or the Carl D. Perkins Career and Technical Education Act (Perkins)), along with accompanying program regulations, nonregulatory guidance and grant award notifications.

   Restrictions in State and local rules or policy also must be considered. For example, travel and other job-related expenses incurred by employees are not allowable unless they also are in compliance with Policy and Regulation 6471 and related administrative regulations.

   Whichever allowability requirements are stricter will govern whether a cost is allowable. General allowability determination factors include the following:

   a. Be Necessary and Reasonable for the performance of the Federal award. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made. For example, "reasonable" means that sound business practices were followed, and purchases were comparable to market prices.

DRAFT

When determining reasonableness of a cost, consideration must be given to:

(1) Whether the cost is a type generally recognized as ordinary and necessary for the operation of the district or the proper and efficient performance of the Federal award.

(2) The restraints or requirements imposed by factors, such as: sound business practices; arm's-length bargaining; Federal, State and other laws and regulations; and terms and conditions of the Federal award.

(3) Market prices for comparable goods or services for the geographic area.

(4) Whether the individual incurring the cost acted with prudence in the circumstances considering responsibilities to the district, its employees, its students, the public at large, and the Federal government.

(5) Whether the district significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the Federal award's cost. (2 CFR 200.404)

Whether a cost is "necessary" will be determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the district can demonstrate that the cost addresses an existing need, and can prove it. For example, the school entity may deem a language skills software program necessary for a limited English proficiency program.

When determining whether a cost is necessary, consideration may be given to:

(1) Whether the cost is needed for the proper and efficient performance of the Federal award program.

(2) Whether the cost is identified in the approved budget or application.

(3) Whether there is an educational benefit associated with the cost.

(4) Whether the cost aligns with identified needs based on results and findings from a needs assessment.

DRAFT

(5) Whether the cost addresses program goals and objectives and is based on program data.

b. Allocable to the Federal award. A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received. This means that the Federal grant program derived a benefit in proportion to the funds charged to the program. (2 CFR 200.405) For example, if fifty percent of a teacher's salary is paid with grant funds, then that teacher must spend at least fifty percent of their time on the grant program.

c. Consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the school entity.

d. Conform to any limitations or exclusions set forth as cost principles in 2 CFR Part 200 or in the terms and conditions of the Federal award.

e. Consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been assigned as an indirect cost under another award.

f. Adequately documented. All expenditures must be properly documented.

g. Be calculated in accordance with generally accepted accounting principles (GAAP), unless provided otherwise in 2 CFR Part 200.

h. Not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such. Some Federal program statutes require the non-Federal entity to contribute a certain amount of non-Federal resources to be eligible for the Federal program.

i. Be the net of all applicable credits. The term "applicable credits" refers to those receipts or reduction of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the State relate to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate. (2 CFR 200.406)

C. Selected Items of Cost

2 CFR 200, Subpart E, sets forth principles to be applied in establishing the allowability of fifty-five specific cost items (commonly referred to as Selected Items of Cost), at 2 CFR 200.420 through 200.475. These specific cost items are listed in the chart below along

DRAFT

with the citation to the section of Subpart E addressing the allowability of that item. These principles are in addition to the other general allowability standards, and apply whether or not a particular item of cost is properly treated as direct cost or indirect (Facilities and Administration) cost. Meeting the specific criteria for a listed item does not by itself mean the cost is allowable, as it may be unallowable under other standards or for other reasons, such as restrictions contained in the terms and conditions of a particular grant or restrictions established by the State or in Board policy. If an item is unallowable for any of these reasons, Federal funds cannot be used to purchase it.

School district personnel responsible for spending Federal grant funds and for determining allowability must be familiar with and refer to the 2 CFR Part 200 selected items of cost section. These rules must be followed when charging these specific expenditures to a Federal grant. When applicable, employees must check costs against the selected items of cost requirements to ensure the cost is allowable, and also check State, district and program-specific rules.

The selected item of cost addressed in 2 CFR Part 200 includes the following:

Item of Cost	Citation of Allowability Rule
Advertising and public relations costs	2 CFR 200.421
Advisory councils	2 CFR 200.422
Alcoholic beverages	2 CFR 200.423
Alumni/ae activities	2 CFR 200.424
Audit services	2 CFR 200.425
Bad debts	2 CFR 200.426
Bonding costs	2 CFR 200.427
Collection of improper payments	2 CFR 200.428
Commencement and convocation costs	2 CFR 200.429
Compensation – personal services	2 CFR 200.430
Compensation – fringe benefits	2 CFR 200.431
Conferences	2 CFR 200.432
Contingency provisions	2 CFR 200.433
Contributions and donations	2 CFR 200.434
Defense and prosecution of criminal and civil proceedings, claims, appeals, and patent infringements	2 CFR 200.435
Depreciation	2 CFR 200.436

DRAFT

Employee health and welfare costs	2 CFR 200.437
Entertainment costs	2 CFR 200.438
Equipment and other capital expenditures	2 CFR 200.439
Exchange rates	2 CFR 200.440
Fines, penalties, damages, and other settlements	2 CFR 200.441
Fund raising and investment management costs	2 CFR 200.442
Gains and losses on disposition of depreciable assets	2 CFR 200.443
General costs of government	2 CFR 200.444
Goods and services for personal use	2 CFR 200.445
Idle facilities and idle capacity	2 CFR 200.446
Insurance and indemnification	2 CFR 200.447
Intellectual property	2 CFR 200.448
Interest	2 CFR 200.449
Lobbying	2 CFR 200.450
Losses on other awards or contracts	2 CFR 200.451
Maintenance and repairs costs	2 CFR 200.452
Materials and supplies costs, including costs of computing devices	2 CFR 200.453
Memberships, subscriptions, and professional activity costs	2 CFR 200.454
Organization costs	2 CFR 200.455
Participant support costs	2 CFR 200.456
Plant and security costs	2 CFR 200.457
Pre-award costs	2 CFR 200.458
Professional services costs	2 CFR 200.459
Proposal costs	2 CFR 200.460
Publication and printing costs	2 CFR 200.461
Rearrangement and reconversion costs	2 CFR 200.462
Recruiting costs	2 CFR 200.463
Relocation costs of employees	2 CFR 200.464
Rental costs of real property and equipment	2 CFR 200.465
Scholarships and student aid costs	2 CFR 200.466

DRAFT

Selling and marketing costs	2 CFR 200.467
Specialized service facilities	2 CFR 200.468
Student activity costs	2 CFR 200.469
Taxes (including Value Added Tax)	2 CFR 200.470
Termination costs	2 CFR 200.471
Training and education costs	2 CFR 200.472
Transportation costs	2 CFR 200.473
Travel costs	2 CFR 200.474
Trustees	2 CFR 200.475

D. Helpful Questions for Determining Whether Costs are Allowable

1. In addition to applying the cost principles and standards described above, district staff involved in expending Federal funds should ask the following questions when assessing the allowability of a particular cost:

   a. Is the proposed cost allowable under the relevant program?

   b. Is the proposed cost consistent with an approved program plan and budget?

   c. Is the proposed cost consistent with program specific fiscal rules? For example, the school entity may be required to use Federal funds only to supplement the amount of funds available from non-Federal (and possibly other Federal) sources, or only as a match for funds from non-Federal sources.

   d. Is the proposed cost consistent with EDGAR?

   e. Is the proposed cost consistent with specific conditions imposed on the grant (if applicable)?

   f. Is the proposed cost consistent with the underlying needs of the program? For example, program funds must benefit the appropriate population of students for which they are allocated. This means that, for instance, funds allocated under Title III of the Elementary and Secondary Education Act (ESEA) governing language instruction programs for Limited English Proficient (LEP) students must only be spent on LEP students and cannot be used to benefit non-LEP students.

   g. Will the cost be targeted at addressing specific areas of weakness that are the focus of the program, as indicated by available data?

DRAFT

Any questions related to specific costs should be forwarded to the School Business Administrator/Board Secretary, who shall consult with the school solicitor for clarification as appropriate.

Adopted: March 18, 2024
First Reading: October 26, 2026

DRAFT

Springfield Public Schools
Policy

P 6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES (M)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR 200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education (NJDOE) all violations of Federal criminal law involving fraud, conflict of interests, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR 200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 – Remedies for noncompliance, including suspension or debarment. (See also 2 CFR 180, 31 USC 3321, and 41 USC 2313)

A. General Reporting Requirement

1. If the total value of all Board currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.

2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).

3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

4. The Superintendent or designee must disclose, in writing, any potential conflict of interest to the Federal agency or pass-through entity in accordance with the established Federal agency policies.

B. Proceedings About Which the Board Must Report

1. The Superintendent or designee must disclose, in writing, to the Federal awarding agency or to the NJDOE information required about each proceeding that:

DRAFT

a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal government;

b. Reached its final disposition during the most recent five-year period; and

c. Is one of the following:

(1) A criminal proceeding that resulted in a conviction, as defined in E. below;

(2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of $5,000 or more;

(3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of $5,000 or more or reimbursement, restitution, or damages in excess of $100,000; or

(4) Any other criminal, civil, or administrative proceeding if:

(a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;

(b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and

(c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

C. Reporting Procedures

1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.

2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board received if the Superintendent or designee already provided the information through the SAM because the Board was required to do so under Federal procurement contracts the Board was awarded.

D. Reporting Frequency

DRAFT

1. During any period of time when the Board is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five-year period, either to report new information about any proceeding(s) the Board has not reported previously or affirm that there is no new information to report.

2. If the Board has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than $10,000,000, the Board must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For the purpose of this Policy:

   a. "Administrative proceeding" for the purpose of 2 CFR 200 – Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

   b. "Conviction" for the purpose of 2 CFR 200 – Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

   c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:

      (1) Only the Federal share of the funding under any Federal award with a Board cost share or match; and

      (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR 200.113; 200.212

Adopted: October 17, 2022
First reading October 26, 2026

DRAFT

Springfield Public Schools
Policy

DRAFT

Springfield Public Schools
Policy

P6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS (M)

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR 200.214 – Suspension and Debarment.

The School Business Administrator/Board Secretary shall be responsible to check the web-based System for Award Management (SAM), accessible at www.sam.gov maintained by the United States government – the General Services Administration (GSA). The purpose of the SAM is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall access the SAM to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also access the SAM list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the SAM list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in 2 CFR 200.

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR 200.

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

The applicability of the provisions of this Policy apply to covered transactions as defined in 2 CFR 3485.220. A covered transaction is any contract that is awarded by the Board of Education that is covered under 2 CFR 180.210 and the amount of the contract is expected to equal or exceed $25,000, unless the Board chooses a lower threshold.

Compliance with the provisions of 2 CFR 200 and this Policy must be demonstrated by written evidence to be maintained by the School Business Administrator/Board Secretary. Examples of evidence include printouts of searches from the SAM, imprints from an ink stamp, or Avery or similar labels affixed to purchase orders memorializing performance of this verification.

DRAFT

Springfield Public Schools
Policy

2 CFR 200
2 CFR 3485.220
2 CFR 180.210

Adopted: 18 March 2019
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Springfield Public Schools
Policy

P 8561 PROCUREMENT PROCEDURES FOR SCHOOL NUTRITION PROGRAMS (M)

The Board of Education adopts this Policy to identify their procurement plan for the United States Department of Agriculture's (USDA) School Nutrition Programs. School Nutrition Programs include, but are not limited to: the National School Lunch Program (NSLP); School Breakfast Program (SBP); Afterschool Snack Program (ASSP); Special Milk Program (SMP); Fresh Fruit and Vegetable Program (FFVP); Seamless Summer Option (SSO) of the NSLP; Summer Food Service Program (SFSP); the At-Risk Afterschool Meals component of the Child and Adult Care Food Program (CACFP); and the Schools/Child Nutrition USDA Foods Program.

The Board is ultimately responsible for ensuring all procurement procedures for any purchases by the Board and/or a food service management company (FSMC) comply with all Federal regulations, including but not limited to: 7 CFR Parts 210, 220, 225, 226, 245, 250; 2 CFR 200; State procurement statutes and administrative codes and regulations; local Board procurement policies; and any other applicable State and local laws.

The procurement procedures contained in this Policy will be implemented beginning immediately, until amended. All procurements must maximize full and open competition. Source documentation will be maintained by the School Business Administrator/Board Secretary or designee and will be available to determine open competition, the reasonableness, the allowability, and the allocation of costs.

The Board intentionally seeks to prohibit conflicts of interest in all procurement of goods and services.

A. General Procurement

The procurement procedures will maximize full and open competition, transparency in transactions, comparability, and documentation of all procurement activities. The school district's plan for procuring items for use in the School Nutrition Programs is as follows:

1. The School Business Administrator/Board Secretary will ensure all purchases will be in accordance with the Federal Funds Procurement Method Selection Chart – State Agency Form #358. Formal procurement procedures will be used as required by 2 CFR 200.318 through .326 and any State and local procurement code and regulations. Informal procurement procedures (small purchase) will be required for purchases under the most restrictive small purchase threshold.

2. The following threshold amounts apply for all purchases:

   Board Micro-Purchase Threshold: $7,950

   Board Small Purchase Threshold: $53,000

DRAFT

The Board will follow formal procurement procedures for all purchases over the Small Purchase Threshold amount.

The Board will perform a cost or price analysis to determine the estimated dollar amounts for purchases and thus the required procurement method.

B. Micro-Purchase Procedures

1. Public/Charter Schools

Purchases of supplies or services, as defined by 2 CFR 200.67, will be awarded without soliciting competitive price quotations if the price is reasonable in accordance with N.J.S.A. 18A:18A-37.a. and below thresholds established by the State Treasurer for informal receipt of quotations. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

2. Non-Public Schools

Purchases of supplies or services, within the Federal micro-purchase threshold as defined by 2 CFR 200.67 will be awarded without soliciting competitive price quotations if the price is reasonable. Purchases will be distributed equitably among qualified suppliers with reasonable prices. Records will be kept for micro-purchases.

C. Small Purchase Procedures

If the amount of purchases for items is less than the Board's small purchase threshold, the following small purchase procedures including quotes will be used. Quotes from a minimum number of three qualified sources will be required.

1. Written specifications will be prepared and provided to all vendors.

2. Each vendor will be contacted and given an opportunity to provide a price quote on the same specifications. A minimum of three vendors must be contacted.

3. The School Business Administrator/Board Secretary or designee will be responsible for contacting potential vendors when price quotes are needed.

4. The price quotes will receive appropriate confidentiality before award.

5. Quotes will be awarded by the School Business Administrator/Board Secretary. Quotes will be awarded based on the lowest price.

DRAFT

6. The School Business Administrator/Board Secretary will be responsible for documentation of records to show selection of vendor, names of all vendors contacted, price quotes from each vendor, and written specifications.

7. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product specified is received.

8. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. Full documentation will be made available as to the selection of the acceptable item.

9. The School Business Administrator/Board Secretary or designee is required to sign all quote tabulations, signifying a review and approval of the selections.

D. Formal Procurement

When a formal procurement method is required, Invitation for Bid (IFB) or Request for Proposal (RFP) procedures will apply:

1. An announcement of an IFB or a RFP will be placed in the Board designated official newspaper to publicize the intent of the Board to purchase needed items.

    a. The advertisement of the IFB or legal notice will run for one day a minimum of ten calendar days prior to the bid opening.

    b. The advertisement of the RFP or legal notice will run for one day a minimum of twenty calendar days prior to the proposal due date.

2. An advertisement is required for all purchases over the school district's small purchase threshold. The announcement (advertisement or legal notice) will contain:

    a. A general description of items to be purchased;

    b. The deadline for submission of questions and the date written responses will be provided, including addenda to bid specifications, terms, and conditions as needed;

    c. The date of the pre-bid meeting, if provided, and if attendance is a requirement for bid award;

    d. The deadline for submission of sealed bids or proposals; and

    e. The address of the location where complete specifications and bid forms may be obtained.

DRAFT

3. In an IFB or RFP, each vendor will be given an opportunity to bid or propose on the same specifications.

4. The developer of written specifications or descriptions for procurements will be prohibited from submitting bids or proposals for such products or services.

5. The IFB or RFP must clearly define the purchase conditions. The following list includes requirements, not exclusive, to be addressed in the procurement document:

    a. Contract period for the base year and renewals as permitted;

    b. The Board is responsible for all contracts awarded (statement);

    c. Date, time, and location of IFB/RFP opening;

    d. How the vendor is to be informed of bid acceptance or rejection;

    e. Delivery schedule;

    f. IFB requirements (terms and conditions) that bidder must fulfill in order for bid to be awarded;

    g. RFP requirements (terms and conditions) that proposer must fulfill in order for proposal to be evaluated and awarded;

    h. Benefits to which the Board will be entitled if the contractor cannot or will not perform as required;

    i. Statement assuring positive efforts will be made to involve small and minority businesses, women's business enterprises, and labor surplus area firms;

    j. Statement regarding the return of purchase incentives, discounts, rebates, and credits under a cost reimbursement FSMC contract to the Board's nonprofit school food service account;

    k. Contract provisions as required in Appendix II to 2 CFR 200:

        (1) Termination for cause and convenience – contracts in excess of $10,000;

        (2) Equal Opportunity Employment – "Federally assisted construction contracts";

DRAFT

(3) Davis-Bacon Act – construction contracts in excess of $2,000;

(4) Contract work Hours and Safety Standards – contracts in excess of $100,000;

(5) Right to inventions made under a contract or agreement – if the contract meets the definition of a "funding agreement" under 37 CFR 401.2(a);

(6) Clean Air Act – contracts in excess of $150,000;

(7) Debarment and Suspension – all Federal awarded contracts;

(8) Byrd Anti-Lobbying Amendment – contracts in excess of $100,000; and

(9) Contracts must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

l. Contract provisions as required in 7 CFR 210.21(f) for all cost reimbursable contracts;

m. Contract provisions as required in 7 CFR 210.16(a)(1-10) and 7 CFR 250.53 for food service management company contracts;

n. Price adjustment clause for renewal of multi-year contracts as defined in N.J.S.A. 18A:18A-2. – Definitions. The "index rate" means the annual percentage increase rounded to the nearest half percent in the implicit price deflator for State and local government purchases of goods and services computed and published quarterly by the U.S. Department of Commerce, Bureau of Economic Analysis;

o. Method of evaluation and type of contract to be awarded (solicitations using an IFB are awarded to the lowest responsive and responsible bidder; solicitations using a RFP are awarded to the most advantageous proposer with price as the primary factor among other factors considered);

p. Method of award announcement and effective date (if intent to award is required by State or local procurement requirements);

q. Specific bid protest procedures including contact information of person and address and the date by which a written protest must be received;

DRAFT

r. Provision requiring access by duly authorized representatives of the Board, New Jersey Department of Agriculture (NJDA), USDA, or Comptroller General to any books, documents, papers, and records of the contractor which are directly pertinent to all negotiated contracts;

s. Method of shipment or delivery upon contract award;

t. Provision requiring contractor to maintain all required records for three years after final payment and all other pending matters (audits) are closed for all negotiated contracts;

u. Description of process for enabling vendors to receive or pick up orders upon contract award;

v. Provision requiring the contractor to recognize mandatory standards/policies related to energy efficiency contained in the Energy Policy and Conservation Act (PL 94-163);

w. Signed statement of non-collusion;

x. Signed Debarment/Suspension Certificate, clause in the contract or a copy of search results from the System for Award Management (SAM);

y. Provision requiring "Buy American" as outlined in 7 CFR Part 210.21(d) and 7 CFR Part 220.16(d) and USDA Guidance Memo SP 23-2024;

z. Specifications and estimated quantities of products and services prepared by the Board and provided to potential contractors desiring to submit bids/proposals for the products or services requested; and

aa. The Board's Electronic Signature Policy (see New Jersey Uniform Electronic Signature Transaction Act, N.J.S.A. 12A:12-1 et seq.).

6. If any potential vendor is in doubt as to the true meaning of specifications or purchase conditions, questions may be sent to the representatives listed below. The Board's response will be provided in writing to all potential bidders or proposers within ___3___ days.

a. The School Business Administrator/Board Secretary will be responsible for providing responses to questions and securing all bids or proposals.

b. The School Business Administrator/Board Secretary will be responsible to ensure all Board procurements are conducted in compliance with applicable Federal, State, and local procurement regulations.

DRAFT

7. In awarding a RFP, a set of award criteria in the form of a weighted evaluation sheet will be provided to each proposer in the initial RFP document materials. Price alone is not the sole basis for award, but remains the primary consideration among all factors when awarding a contract. Following evaluations, a firm fixed price or cost reimbursable contract is awarded.

    a. The contracts will be awarded to the responsible proposer whose proposal is responsive to the request and is most advantageous to the Board, price as the primary, and other factors considered. Any and all proposals may be rejected in accordance with the law.

    b. The School Business Administrator/Board Secretary or designee is required to sign on the evaluation criterion score sheet of competitive proposals signifying a review and approval of the selections.

    c. The School Business Administrator/Board Secretary shall review the procurement system to ensure compliance with applicable laws.

    d. The School Business Administrator/Board Secretary or designee will be responsible for the documentation that the actual product specified was received.

    e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the "Buy American" provision.

    f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.

    g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

8. In awarding an IFB, price is the only consideration.

    a. The contract will be awarded to the responsible bidder whose bid is responsive to the invitation and is the lowest price. Any and all bids may be rejected in accordance with the law.

DRAFT

b. The School Business Administrator/Board Secretary is required to sign on the bid tabulations of competitive sealed bids.

c. The School Business Administrator/Board Secretary reviews the procurement system to ensure compliance with applicable laws.

d. The School Business Administrator/Board Secretary is responsible for documentation that the actual product specified is received.

e. Any time an accepted item is not available, the School Business Administrator/Board Secretary will select the acceptable alternate. The contractor must inform the School Business Administrator/Board Secretary within one workday if a product is not available. In the event a nondomestic agricultural product is to be provided to the Board, the contractor must obtain, in advance, written approval for the product. The School Business Administrator/Board Secretary must comply with the "Buy American" provision.

f. Full documentation regarding the reason an accepted item was unavailable, and the procedure used in determining acceptable alternates, will be available for audit and review. The person responsible for this documentation is the School Business Administrator/Board Secretary.

g. The School Business Administrator/Board Secretary is responsible for maintaining all procurement documentation.

E. Noncompetitive Proposal Procedures

If items are available only from a single source when the award of a contract is not feasible under small purchase, sealed bid or competitive negotiation, noncompetitive proposal procedures will be used:

1. Written specifications will be prepared and provided to the vendor.

2. The School Business Administrator/Board Secretary will be responsible for the documentation of records to fully explain the decision to use the noncompetitive proposal. The records will be available for audit and review.

3. The School Business Administrator/Board Secretary or designee will be responsible for documentation that the actual product or service specified was received.

4. The School Business Administrator/Board Secretary will be responsible for reviewing the procedures to be certain all requirements for using single source or noncompetitive proposals are met.

DRAFT

5. A member or representative of the Board will approve, in advance, all procurements that result from noncompetitive negotiations.

F. Miscellaneous Provisions

1. The Board agrees the reviewing official of each transaction will be the School Business Administrator/Board Secretary.

2. Payment will be made to the vendor when the contract has been met and verified and has met the Board's procedures for payment. (If prompt payment is made, discounts, etc., are accepted.)

3. Specifications will be updated as needed.

4. If the product is not as specified, the following procedure, including, but not limited to, will take place: remove product from service; contact vendor for approved alternate product; or remove product from bid.

G. Emergency Purchases

1. If it is necessary to make a one-time emergency procurement to continue service or obtain goods, and the public exigency or emergency will not permit a delay resulting from a competitive solicitation, the purchase must be authorized using a purchase order signed by the School Business Administrator/Board Secretary. The following emergency procedures shall be followed.

   All emergency procurements shall be approved by the School Business Administrator/Board Secretary.

   At a minimum, the following emergency procurement procedures shall be documented:

   a. Item name;

   b. Dollar amount;

   c. Vendor; and

   d. Reason for emergency.

H. Purchasing Goods and Services – Cooperative Agreements, Agents, and Third-Party Services (Piggybacking)

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1. When participating in intergovernmental and inter-agency agreements the Board will ensure that competitive procurements are conducted in accordance with 2 CFR Part 200.318 through .326 and applicable program regulations and guidance.

2. When utilizing the services of a co-op, agent, or third party the Board will ensure that the following conditions have been met and considered as one source of pricing in addition to other prices:

    a. All procurements were subject to full and open competition and were made in accordance with Federal/State/local procurement requirements;

    b. The existing contract allows for the inclusion of additional Boards of Education that were not contemplated in the original procurement to purchase the same supplies/equipment through the original award;

    c. The specifications in the existing contract meet their needs and that the items being ordered are in the contract;

    d. The awarded contract requires all the Federally required certifications; e.g. "Buy American," debarment, restrictions on lobbying, etc.;

    e. The agency will confirm the addition of their purchasing power (goods or services) to the procurement in scope or services does not create a material change, resulting in the need to re-procure the contract;

    f. Administrative costs (fees) for participating in the agreement are adequately defined, necessary and reasonable, and the method of allocating the cost to the participating agencies must be specified;

    g. The "Buy American" provisions are included in the procurement of food and agricultural products; and

    h. The agreement includes the basis for and method of allocating each discount, rebate, or credit and how they will be returned to each participating agency when utilizing a cost-reimbursable contract.

I. The "Buy American" Act

1. The "Buy American" provision requires the Board to purchase, to the maximum amount practicable, domestic commodities or products. This provision supports the mission of the Child Nutrition Programs, which is to serve children nutritious meals and support American agriculture. Program regulations that govern this provision apply to a Board that operates the NSLP and SBP and are found at 7 CFR 210.21(d) and 7 CFR 220.16(d). The Board complies by:

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a. Purchasing domestic commercial food products for the school meals programs;

b. Including "Buy American" provision language in procurement procedures, solicitations, and contracts; and

c. Tracking non-domestic commercial food purchases.

J. Records Retention

1. The Board shall agree to retain all books, records, and other documents relative to the award of the contract for three years after final payment. If there are audit findings that have not been resolved, the records shall be retained beyond the three-year period as long as required for the resolution of the issues raised by the audit. Specifically, the Board shall maintain, at a minimum, the following documents:

a. Written rationale for the method of procurement;

b. A copy of the original solicitation;

c. The selection of contract type;

d. The bidding and negotiation history and working papers;

e. The basis for contractor selection;

f. Approval from the State agency to support a lack of competition when competitive bids or offers are not obtained;

g. The basis for award cost or price;

h. The terms and conditions of the contract;

i. Any changes to the contract and negotiation history;

j. Billing and payment records;

k. A history of any contractor claims; and

l. A history of any contractor breaches.

K. Code of Conduct for Procurement

1. All procurements must ensure there is open and free competition and adhere to the most restrictive Federal, State, and local requirements. The Board seeks to conduct

DRAFT

all procurement procedures in compliance with stated regulations and to prohibit conflicts of interest and actions of employees engaged in the selection, award, and administration of contracts. All procurements will be in accordance with this Policy and all applicable provisions of N.J.S.A. 18A:18A – Public School Contracts Law.

2. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal, State, or local award if they have a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent; any member of their immediate family, their partner; or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

3. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.

4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. Based on the severity of the infraction, the penalties could include a written reprimand to their personnel file, a suspension with or without pay, or termination.

5. All questions and concerns regarding procurement solicitations, contract evaluations, and contract award, shall be directed to the School Business Administrator/Board Secretary.

L. Food Service Management Company (FSMC)

1. In the operation of the school district's food service program, the school district shall ensure that a FSMC complies with the requirements of the Program Agreement, the school district's Free and Reduced School Lunch Policy Statement, all applicable USDA program policies and regulations, and applicable State and local laws. In order to operate an a la carte food service program, the FSMC shall agree to offer free, reduced price, and full price reimbursable meals to all eligible children.

2. The school district shall monitor the FSMC billing invoices to ensure compliance with Federal and State procurement regulations.

3. In accordance with N.J.S.A. 18A:18A-5.a.(22), RFPs are required in all solicitations for a FSMC.

DRAFT

Springfield Public Schools
Policy

N.J.S.A. 18A:18A-1 et seq.
New Jersey Department of Agriculture "Procurement Procedures for School Food Authorities" Model Policy – October 2025

Adopted: 16 November 2020
Readopted: March 27, 2023
First Reading: October 26, 2026

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Springfield Public Schools
Policy

P 2411 CAREER EDUCATION AND ACADEMIC COUNSELING (M)

The Board of Education shall develop and implement a comprehensive system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation pursuant to N.J.A.C. 6A:8-6.1.

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

A. Comprehensive System of Guidance and Academic Counseling

1. The system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation shall:

   a. Be consistent with the New Jersey Student Learning Standards (NJSLS);

   b. Take into consideration the 2019 American School Counselor Association's National Standards for School Counseling Programs, incorporated herein by reference, as amended and supplemented;

   c. Be infused throughout the curriculum as appropriate for all students;

   d. Be supported by professional learning programs;

   e. Provide developmental career guidance and academic counseling, aligned with the NJSLS, designed to:

      (1) Assist students in making and implementing informed educational and career choices, including opportunities to change career focus;

      (2) Support students' academic attainment, career development, and personal/social development; and

      (3) Develop students' understanding of the relationships among academic attainment, career development, and personal/social development; and

   f. Specify the delivery format, which may include:

      (1) An integrated curriculum that is based on the NJSLS and provides students with the opportunity to engage in contextual learning, service learning, and/or work-based learning to acquire information

DRAFT

about their career interests and/or take advanced coursework linked to their career interests; and/or

(2) Specialized programs that reflect the needs of students and the community.

B. Students With Disabilities

For students with disabilities beginning at age fourteen or younger, if determined appropriate by the IEP team, the Board shall ensure that career guidance and academic counseling are coordinated with transition services provided in accordance with N.J.A.C. 6A:14-3.7.

C. Fulfillment of the NJSLS

1. In fulfillment of the NJSLS, the Board shall develop and implement the following for all students:

a. Curriculum and instructional methods that:

(1) Include the integration of technological literacy, consistent with the NJSLS;

(2) Include the integration of information literacy, consistent with the NJSLS and delivered in partnership by school library media specialists and classroom educators, pursuant to N.J.S.A. 18A:7F-4.4. through 18A:7F-4.7.;

(3) Provide an understanding of the career applications of knowledge and skills learned in the classroom; and

(4) Provide opportunities to apply knowledge and skills learned in the classroom to real or simulated career challenges.

b. A system of career development activities that:

(1) Offers the opportunity to more fully explore career interests that are linked to the NJSLS, pursuant to N.J.A.C. 6A:19 – Career and Technical Education Programs and Standards;

(2) Provides the appropriate format for offering career-development activities based on school district resources, community needs, and student interest;

DRAFT

(3) Identifies the delivery format, which may include:

(a) An integrated curriculum that is based on the NJSLS and provides students the opportunity to acquire information about their career interests and/or take advanced coursework linked to their career interests; or

(b) Specialized programs that reflect the needs of students and the community; and

(4) Instills the concept of the need for continuous learning throughout life.

High School Only

D. Work-Based Learning Experiences

1. The Board shall offer high school students the opportunity to more actively explore career interests by participating in work-based learning experiences aligned to the NJSLS.

a. Work-based learning experiences shall give students opportunities to demonstrate and apply academic knowledge in authentic settings and to develop career and personal/social goals.

b. Students may voluntarily select work-based learning experiences that:

(1) Are co-curricular or extra-curricular activities; and

(2) Take place within the district, at a work site, or in the community, in accordance with N.J.A.C. 6A:19-6.4.

c. The Board shall ensure students participating in school-sponsored external work-based learning experiences, either paid or unpaid:

(1) Are supervised by school personnel, in accordance with N.J.A.C. 6A:9B-14.19 and 14.20; and

(2) Are in approved programs compliant with Federal and State law.

E. Enrollment in College Courses

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1. The Board shall develop, implement, and regularly evaluate strategies that identify, support, and encourage students from diverse backgrounds to enroll in and succeed in college courses pursuant to N.J.A.C. 6A:8-6.2.

2. The Board may enter into a dual enrollment agreement with one or more public institutions of higher education, in accordance with N.J.S.A. 18A:61C-10., to increase the availability of college-level instruction for high school students.

3. Credits earned by students shall be accepted at all New Jersey public higher education institutions, pursuant to N.J.S.A. 18A:61C-11.

4. The Board may participate in the Twelfth Grade Postsecondary Transition Year Pilot Program, pursuant to P.L. 2023, c.272, through a competitive grant award contingent upon available funds held within the Innovation Dual Enrollment II Fund.**]**

F. Guidance and Academic Counseling

The Board's comprehensive system for the delivery, to all students, of guidance and academic counseling that facilitates career awareness, exploration, and preparation shall

1. Include the services of teaching staff members certified as school counselors and other designated teaching staff members.

G. Evaluation

1. The program of career education and academic counseling will be reviewed annually to determine its strengths and weaknesses. The following information to be reviewed may include, but is not limited to:

   a. An annual record of graduate placements in post-secondary situations;

   b. Assessments of past graduates as to the effectiveness of guidance services received in the high school;

   c. Results of surveys of parents and staff evaluations of guidance services;

   d. Analysis of the effectiveness of outside referrals;

   e. Assessments by persons not employed in the school district and experts in the field of career education and academic counseling;

   f. Personal evaluations of the career education and academic counseling staff members to identify weaknesses in the administration of the program; and

DRAFT

g. Any additional information that assists in determining the strengths and weaknesses of the career education and academic counseling program in the district.

N.J.S.A. 18A:7F-4.4. through 18A:7F-4.7.;
18A:61C-10.; 18A:61C-11.
N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7; 6A:8-6.1; 6A:8-6.2;
6A:19-1.1 et seq.

Adopted: March 18, 2019
Readopted: June 3, 2024
First Reading: October 26, 2026

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Springfield Public Schools
Regulation

R 5530 SUBSTANCE ABUSE

The following procedures are established in implementation of Policy 5530, Substance Abuse.

A. Definitions

1. "Evaluation" means procedures used by a certified or licensed professional to make a positive determination of a student's need for programs and services which extend beyond the general school program by virtue of learning, behavior, or health difficulties of the student or the student's family.

2. "Other drugs" mean substances as defined in N.J.S.A. 18A:40A-9 and substances as defined in N.J.A.C. 6A:16-4.1(a).

3. "Parent" means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s) or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided such parental rights have not been terminated by a court of appropriate jurisdiction.

4. "Referral for evaluation" means programs and services suggested to a student or his or her family in order to make a positive determination regarding a student's need for services that extend beyond the general school program.

5. "Referral for treatment" means programs and services suggested to a student or to his or her family to help implement the recommendations resulting from an evaluation, pursuant to N.J.A.C. 6A:16-1.3 and 4.1(c)5 and 6; in response to a positive alcohol or other drug test result, pursuant to N.J.A.C. 6A:16-4.4; or in response to the family's request for assistance with a learning, behavior, or health difficulty, pursuant to N.J.A.C. 6A:16-4.1(c)7 and 8.

6. "School grounds" means and includes land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and other central facilities including, but not limited to, kitchens and maintenance shops. "School grounds" also include other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land. "School grounds" also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration as defined in N.J.A.C. 6A:26-1.2.

7. "Substance" as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a) means alcoholic beverages, controlled dangerous substances, including anabolic steroids as defined at N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35-10.4, and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

8. "Substance abuse" means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.

9. "Under the influence" of substances means that the student is observed in the use of a substance or exhibits physical and/or behavioral characteristics that indicate the immediate use of a substance.

B. Discipline

1. Any violation of Board rules prohibiting the use, possession, and/or distribution of a substance is a serious offense, and the student who violates a substance abuse rule will be disciplined accordingly. Repeated violations are more severe offenses and warrant stricter disciplinary measures. Students who violate the substance abuse rules will be disciplined in accordance with Policy and Regulation 5500/5600, Expectations for Student Conduct/Student Conduct

2. In accordance with N.J.A.C. 6A:16-4.1(c), appropriate disciplinary action will be taken in the event the student does not follow through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors. Students will not be permitted to return to school until documentation of compliance with drug and/or alcohol treatment recommendations.

C. Intervention, Referral for Evaluation, and Referral for Treatment Services

1.The provision of intervention, referral for evaluation, and referral for treatment services for students who are affected by alcohol or other drug use.

a. The intervention, referral for evaluation, and referral for treatment services shall be provided by an individual who holds the educational services certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners, or by an individual who holds one of the following educational services certificate endorsements: school nurse; school nurse/non-instructional; school psychologist; school counselor; school social worker; or student personnel services and is trained in alcohol and other drug abuse intervention, assessment, referral for evaluation, and referral for treatment skills.

b. The intervention, referral for evaluation, and referral for treatment services shall include one or more of the following:

(1) Provisions for a program of instruction, counseling, and related services provided by the district Board of Education while a student receives medical treatment for a diagnosed alcohol or other drug dependency problem;

(2) Referral to a community agency, as defined in N.J.A.C. 6A:16-4.1(b), out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or private practitioners authorized by the appropriate drug and alcohol licensing board;

(3) Provisions for support services for students who are in, or returning from, medical treatment for alcohol and other drug dependency; or

(4) A special class, course or educational program designed to meet the needs of students with alcohol or other drug use problems.

D. Reporting, Notification, and Examination Procedures

1. Students Suspected of Using Anabolic Steroids – N.J.A.C. 6A:16-4.3(b)

a. Whenever a teaching staff member, certified or non-certified school nurse, or other educational personnel has reason to believe that a student has used or may be using anabolic steroids, the person shall report the matter as soon as possible to the Principal or, in the Principal's absence, to a person designated by the Principal and either the certified or non-certified school nurse, the school physician, or the student assistance coordinator.

b. In response to a report of suspected anabolic steroid use, including instances when a report is made to law enforcement, the Principal or designee shall immediately notify the student's parent and the Superintendent. The Principal or designee shall arrange for an examination of the student by a physician licensed to practice medicine or osteopathy selected by the parent.

(1) If the physician chosen by the parent is not available to perform the examination, the examination shall be conducted by the school physician or other physician identified by the Principal.

(2) The student shall be examined as soon as possible for the purpose of determining whether the student has been using anabolic steroids.

c. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to have used or to be using anabolic steroids.

(1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of anabolic steroids or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities involving anabolic steroids.

d. The examining physician shall provide to the parent, Principal, and Superintendent a written report of the examination.

e. If it is determined the student has used anabolic steroids, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following educational services certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained to assess alcohol and other drug abuse shall interview the student and others, as necessary, for the purpose of determining the extent of the student's involvement with and use of anabolic steroids and the possible need for referral for treatment.

(1) To make this determination, the school staff member(s) identified above may conduct a reasonable investigation, which may include interviews with the student's teachers and parents and consultation with experts in student alcohol or other drug abuse.

f. If results of a referral for evaluation positively determine the student's involvement with and use of anabolic steroids represents a danger to the student's health and well-being, the school staff member(s) identified in D.1.e. above who is trained to assess alcohol and other drug abuse shall initiate a referral for treatment to appropriate community agencies as defined in N.J.A.C. 6A:16-4.1(b), to out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or to private practitioners certified by the appropriate drug and alcohol licensing board.

2. Students Suspected of Being Under the Influence of Alcohol or Other Drugs Other Than Anabolic Steroids – N.J.A.C. 6A:16-4.3(a)

a. Any educational staff member or other professional to whom it appears that a student may be currently under the influence of alcohol or other drugs on school grounds shall report the matter as soon as possible to the Principal or, in his or her absence, to his or her designee and either the certified school nurse, non-certified school nurse, school physician, or student assistance coordinator, pursuant to N.J.S.A. 18A:40A-12.

(1) In instances where the Principal and either the certified school nurse, non-certified school nurse, school physician or the student assistance coordinator are not in attendance, the staff member responsible for the school function shall be immediately notified.

(2) The referring staff member shall file with the Principal a report describing the incident. The form shall include all information necessary for a complete, accurate reporting on the Student Safety Data System (SSDS) according to N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3.

b. In response to every report by an educational staff member or other professional of suspected student alcohol or other drug use, including instances when a report is made to law enforcement, the Principal or designee shall:

(1) Immediately notify the student's parent and the Superintendent or designee;

(2) Arrange for an immediate medical examination of the student for the purposes of providing appropriate health care and for determining whether the student is under the influence of alcohol or other drugs, other than anabolic steroids; and

(3) Any substance screening conducted by the school nurse and/or other staff is not a substitute for the required medical examination required in N.J.S.A. 18A:40A-12.

c. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol or other drugs.

(1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.

d. The medical examination shall be performed by a physician licensed to practice medicine or osteopathy who is selected by the parent.

(1) The parent will be provided, in writing, the minimum requirements for the immediate medical examination, which will include, but not be limited to, the substances to be tested by the physician, the cut-off levels of each substance to be tested, the time period the immediate medical examination must be conducted, and any other requirements of the examination.

(2) The examination shall be at the expense of the parent and not the district Board of Education.

e. If the physician chosen by the parent is not immediately available, the medical examination shall be conducted by the school physician.

(1) If the school physician is not available, the student shall be accompanied by a member of the school staff designated by the Principal to the emergency room of the nearest hospital for examination.

(2) The student's parent, if available, shall also accompany the student.

(3) When the medical examination is conducted by the school physician or a physician at the emergency room of the nearest hospital, the examination shall be at the expense of the district Board of Education.

f. The Board of Education will have a plan in place for the appropriate supervision of the student:

(1) While waiting for a parent to take the student to the physician selected by the parent, or while the student is waiting for and receiving the medical examination by the school physician or the physician in an emergency room; and

(2) Provisions will be made for the appropriate care of the student while awaiting the results of the medical examination.

g. A written report of the medical examination of the student shall be furnished to the student's parent, the Principal, and the Superintendent of Schools by the examining physician within twenty-four hours of the referral of the student for suspected alcohol or other drug use.

(1) The school district, in cooperation with the school physician or medical professionals licensed to practice medicine or osteopathy, shall establish minimum requirements for the medical report. The minimum requirements for the examination will be periodically reviewed and updated as needed.

(2) The report's findings shall verify whether the student's alcohol or other drug use interferes with his or her physical and mental ability to perform in school.

h. When the medical examination is performed by a physician other than the school physician or at the emergency room of the nearest hospital, the school district will require the parent to verify within twenty-four hours of the notification that the student is suspected of alcohol or other drug use that a medical examination was performed in compliance with this Policy.

(1) The verification shall include, at a minimum, the signature, printed name, address, and phone number of the examining physician, the date and time of the medical examination, and the date by which the report required in this Policy will be provided.

(2) Refusal or failure by a parent to comply with this requirement shall be treated as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.3(d).

i. If the written report of the medical examination is not submitted to the parent, Principal, and Superintendent within twenty-four hours of the referral of the student for suspected alcohol or other drug use, the student shall be allowed to return to school until such time as a positive determination of alcohol or other drug use is received from the examining physician, unless the student was also removed for violating the Code of Student Conduct.

j. If the written report of the medical examination verifies that alcohol or other drugs do not interfere with the student's physical and mental ability to perform in school, the student will be immediately returned to school.

k. If there is a positive determination from the medical examination, indicating the student's alcohol or other drug use interferes with his or her physical or mental ability to perform in school:

(1) The student will be returned as soon as possible to the care of the parent;

(2) Attendance at school shall not resume until a written report has been submitted to the parent, the Principal, and Superintendent from a physician licensed to practice medicine or osteopathy who has examined the student to determine whether alcohol or other drug use interferes with his or her physical or mental ability to perform in school.

(a) The report shall verify that the student's alcohol or other drug use no longer interferes with the student's physical and mental ability to perform in school.

(3) Removal of a student with a disability shall be made in accordance with N.J.A.C. 6A:14.

l. While the student is home because of the medical examination or after the student returns to school, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Educational Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained to assess alcohol and other drug abuse shall:

(1) Conduct an alcohol and other drug assessment of the student and a reasonable investigation of the situation, which may include interviews with the student's teachers and parents and consultation with experts in student alcohol or other drug abuse, for the purpose of making a preliminary determination of the student's need for educational programs, supportive services, or treatment that

extend beyond the general school program by virtue of the student's use of alcohol or other drugs.

(a) The findings of the assessment alone shall not prevent a student from attending school; and

(2) Cooperate with community agencies as defined in N.J.A.C. 6A:16-4.1(b) and juvenile justice officials in providing evaluation, referral, and continuity of care for alcohol or other drug abuse treatment.

m. While the student is at home because of the medical examination or after his or her return to school, the Principal or Superintendent may recommend or require alcohol and other drug assessment of the student or evaluation by appropriately certified or licensed professionals to make a positive determination of a student's need for programs and services that extend beyond the general school program, as necessary.

(1) The findings of these additional evaluations alone shall not be used to prevent a student from attending school.

n. If at any time it is determined that the student's use of alcohol or other drugs presents a danger to the student's health and well-being, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Educational Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained in alcohol and other drug abuse treatment referral shall initiate a referral for alcohol or other drug abuse treatment.

E. Handling of Alcohol or Other Drugs

1. A student's person, effects, or school storage places may be searched for substances in accordance with Board Policy and applicable laws regarding searches in schools.

2. A school employee who seizes or discovers a substance, or an item believed to be a substance or drug paraphernalia, shall immediately notify and turn it over to the Principal or designee.

a. The Principal or designee shall immediately notify the Superintendent or designee who in turn shall notify the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.

b. In accordance with the provisions of N.J.A.C. 6A:16-6.4(a), the school employee, Principal or designee shall safeguard the alcohol, other drug, or paraphernalia against further destruction and shall secure the alcohol, other drug, or paraphernalia until it can be turned over to the County Prosecutor or designee.

c. The Principal or designee shall provide to the County Prosecutor or designee all information concerning the manner in which the alcohol, other drug, or paraphernalia was discovered or seized, including:

(1) The identity of all persons who had custody of the substance or paraphernalia following its discovery or seizure; and

(2) The identity of the student believed to have been in possession of the substance or paraphernalia.

d. The Principal or designee shall not disclose the identity of a student who voluntarily and on his or her own initiative turned over the alcohol, other drug, or paraphernalia to a school employee, provided there is reason to believe the student was involved with the alcohol, other drug, or paraphernalia for the purpose of personal use and not distribution activities, and further provided the student agrees to participate in an appropriate treatment or counseling program.

(1) For the purposes of N.J.A.C. 6A:16-6.4, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall not constitute a voluntary, self-initiated request for counseling and treatment.

F. Reporting Students to Law Enforcement Agencies

1. Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of his or her employment, has reason to believe that a student has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall report the matter as soon as possible to the Principal or, in the absence of the Principal, to the staff member responsible at the time of the alleged violation.

2. Either the Principal or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.

3. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the student involved.

4. The Superintendent or designee; however, shall not disclose the identity of a student who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or other drug abuse problem, provided the student is not reasonably believed to be involved or implicated in drug-distribution activities.

5. For the purpose of N.J.A.C. 6A:16-6.3, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.

6. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol and/or controlled dangerous substances, pursuant to N.J.A.C. 6A:16-4.3(a), or a student suspected to have used or who may be using anabolic steroids, pursuant to N.J.A.C. 6A:16-4.3(b), and who is referred for a medical examination, pursuant to N.J.A.C. 6A:16-4.3(a) or (b), as appropriate, for the purposes of providing appropriate health care for the student and for determining whether the student is under the influence of alcohol or other drugs or has been using anabolic steroids. The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.

7. Law enforcement authorities shall not be notified of the findings if a student's alcohol or other drug test, pursuant to N.J.A.C. 6A:16-4.3(a)3i and N.J.A.C. 6A:16-4.3(b)3i and N.J.A.C. 6A:16-4.3(a)4, was obtained as a result of the district Board of Education's voluntary random drug testing policy, pursuant to N.J.S.A. 18A:40A-22 et seq. and N.J.A.C. 6A:16-4.4.

G. Parent Training Program/Outreach Programs

1. A substance abuse training program will be offered to the parents of students enrolled in the district. The program will be offered at times and places convenient to parents and on school premises or in other suitable facilities.

2. The program shall, at a minimum, provide:

   a. A thorough and comprehensive review of the substance abuse instruction curriculum to be taught to the children of the parents during the school year, with recommendations as to the ways in which the parent may enhance, reinforce, and supplement that program;

   b. Information on the pharmacology, physiology, psychosocial, and legal aspects of substance abuse;

   c. Instruction to assist the parent in the identification of the symptoms and behavioral patterns that might indicate a child may be involved in substance abuse;

   d. Information on the State, local, and community organizations which are available for the prevention, early intervention, treatment, and rehabilitation of individuals who show symptoms of substance abuse; and

   e. A review of the Board Policy and Regulation on substance abuse with attention to the role of parents.

3. The Board will establish an outreach program to provide substance abuse education for the parents of students in the district. In establishing the program, the Board shall consult with such local organizations and agencies as are recommended by the Commissioner. The Board shall insure the program is offered at times and places convenient to the parents of the district on school premises, or at other suitable facilities.

   a. In addition to the substance abuse education program required pursuant to N.J.S.A. 18A:40A-17, the Board shall provide assistance to parents who believe that their child may be involved in substance abuse.

H. Records and Confidentiality of Records

1. Notations concerning a student's involvement with substances may be entered on his/her records, subject to N.J.A.C. 6A:32-7.1 et seq. and Policy 8330.

2. Information concerning a student's involvement in a school intervention or treatment program for alcohol or other drug abuse shall be kept strictly confidential according to 42 CFR Part 2, N.J.S.A. 18A:40A-7.1 and 7.2, and N.J.A.C. 6A:16-3.2.

3. If a student involved in a school-based drug and alcohol counseling program provides information during the course of a counseling session which indicates the student's parent or other person residing in the student's household is dependent upon or illegally using substances pursuant to N.J.S.A. 18A:40A-7.1 and 7.2, that information shall be kept confidential and may be disclosed only under the circumstances expressly authorized as follows:

    a. Subject to the student's written consent, to another person or entity whom the student specifies in writing in the case of a secondary student, or to a member of the student's immediate family or the appropriate school personnel in the case of an elementary student;

    b. Pursuant to a court order;

    c. To a person engaged in a bona fide research purpose; except that no names or other information identifying the student or the person with respect to whose substance abuse the information was provided, shall be made available to the researcher; or

    d. To the Division of Child Protection and Permanency (DCP&P) or to a law enforcement agency, if the information would cause a person to reasonably suspect that the student or another child may be an abused or neglected child in accordance with statute or administrative code.

Any disclosure made pursuant to H.3.a. and b. above shall be limited to that information which is necessary to carry out the purpose of the disclosure, and the person or entity to whom the information is disclosed shall be prohibited from making any further disclosure of that information without the student's written consent. The disclosure must be accompanied by a written statement from the Superintendent or designee advising the recipient that the information is being disclosed from the records the confidentiality of which is protected by N.J.S.A. 18A:40A-7.1 et seq. and that this law prohibits any further disclosure of this information without the written consent of the person from whom the information originated.

Nothing in this Policy or Regulation prevents the DCP&P or a law enforcement agency from using or disclosing the information in the course of conducting an investigation or prosecution. Nothing in this Policy or Regulation shall be construed as authorizing the violation of any Federal law.

The prohibition on the disclosure of information provided by a student shall apply whether the person to whom the information was provided believes that the person seeking the information already has it, has other means of obtaining it, is a law

enforcement or other public official, has obtained a subpoena, or asserts any other justification for the disclosure of this information.

A person who discloses or willfully permits the disclosure of information provided by a student in violation of this Policy is subject to fines in accordance with N.J.S.A. 18A:40A-7.2.

4. Each incident of substance abuse shall be reported to the Commissioner on the SSDS.

Adopted: 18 March 2019
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1st Reading: 28 September 2026
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P1230 SUPERINTENDENT'S DUTIES (M)

Function

The Superintendent shall serve as Chief Executive and Administrative Officer of the school district by implementing policies established by the Board of Education and by discharging the duties imposed on their office by law.

Authority

The Superintendent shall be the Chief School Administrator of the school district and principal advisor to the Board. The Superintendent may delegate to an appropriate school official any duty not reserved to the Superintendent by law.

Work Relationships

The Superintendent shall report directly to the Board and shall directly or indirectly supervise all persons employed by the Board.

Duties and Responsibilities

A. In the discharge of their responsibility as principal advisor to the Board, the Superintendent shall:

   1. Ensure all aspects of school district operations comply with Board policy and regulation, Federal and State law, and school district contracts;

   2. Report to the Board on the needs of the school district;

   3. Advise the Board of any revisions or additions that should be made to its policies and regulations;

   4. Provide the Board with information as may be needed to ensure informed decisions are made by the Board; and

   5. Perform other duties as may be assigned by the Board.

B. In the discharge of their responsibility for the implementation of the operational action plan of the school district, the Superintendent shall:

   1. Prepare, promulgate, and maintain a manual of Board policies and regulations;

2. Evaluate the future needs of the school district and recommend a school district action plan including goals, objectives, and priorities to the Board; and

3. Report to the United States Department of Education and the New Jersey Department of Education, the New Jersey Commissioner of Education, and the Executive County Superintendent as required.

C. In the discharge of their responsibility as the administrator of the instructional program, the Superintendent shall:

1. Establish and maintain a written instructional plan for the schools of the school district consistent with the educational goals adopted by the Board;

2. Coordinate the proper implementation of the instructional plan as it applies to each school in the school district;

3. Evaluate at least annually the effectiveness of the program of studies and recommend changes and additions to improve its effectiveness;

4. Evaluate the performance of students in relation to other public school districts, as well as in relation to State and national standards;

5. Report periodically to the Board, as directed by the Board, on the condition of the educational program and facilities in the school district; and

6. Keep informed regarding current research in the field of education and inform the Board as appropriate.

D. In the discharge of their responsibility for the direction and welfare of students, the Superintendent shall:

1. Strive to motivate students to achieve their individual best;

2. Create a climate of respect for authority and discipline in each of the schools of the school district; and

3. Recommend any changes in the program of student management and support to respond to school district needs.

E. In the discharge of their responsibility for the supervision of school district employees, the Superintendent shall:

1. Recommend to the Board all properly certified candidates for employment, assignment, or transfer;

2. Assign staff to achieve maximum effectiveness in the attainment of educational goals;

3. Train staff to implement approved changes in the curriculum or instructional methods of the school district;

4. Evaluate the effectiveness of staff in the performance of their assigned tasks;

5. Recommend changes in staffing patterns based on the evaluation of staff and program effectiveness; and

6. Discipline staff and report to the Board any suspension of a staff member.

F. In the discharge of their responsibility for the maintenance of the school buildings and grounds, the Superintendent shall:

1. Strive to make efficient use of school district resources in the daily operations of the schools;

2. Assign support staff to achieve maximum effectiveness from the school buildings and grounds of the school district;

3. Train support staff to maintain the school buildings and grounds and to avoid safety and environmental hazards; and

4. Evaluate the effectiveness of the school district's school buildings and grounds in housing the instructional program and recommend to the Board changes and improvements.

G. In the discharge of their responsibility for the management of the school district business affairs, the Superintendent shall:

1. Supervise the preparation of the annual budget and recommend its adoption to the Board;

2. Implement the budget adopted by the Board;

3. Establish sufficient fiscal controls to ensure that school district funds are expended wisely and efficiently; and

4. Report to the Board at its next meeting any expenditure in excess of a budgeted line item.

H. In the discharge of their responsibility as liaison officer to the public, the Superintendent shall:

1. Strive to interpret the needs of the school district to the public and the concerns of the public to the Board;

2. As appropriate, involve members of the public in the review of school district needs, community needs, and the operation of the school district's programs;

3. Keep the public informed about the accomplishments and challenges of the school district;

4. Cooperate with news media; and

5. Work effectively with municipal government officials and public agencies concerned with the welfare of students.

Evaluation Criteria

The Superintendent will be evaluated in accordance with Policy 1240 and the Board-approved job description.

N.J.S.A. 18A:7A-11.; 18A:17-17.; 18A:17-18.; 18A:17-20.; 18A:17-21.;
18A:22-8.1.; 18A:27-4.1.; 18A:37-4.
N.J.A.C. 6A:8-3.1; 6A:32-4.1

Adopted: 18 March 2019
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2nd Reding & Adoption: 26 October 2026

Springfield Public Schools
Policy

P5461 HIGH SCHOOL DIPLOMAS (M) NEW

The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), 6A:8-5.1(b), or 6A:8-5.2(d). The Board shall not issue a high school diploma to any student who does not meet the criteria specified in the requirements adopted in accordance with N.J.A.C. 6A:8-5.1(a), 6A:8-5.1(b), or 6A:8-5.2.(d).

The words and terms used in this Policy shall have the meanings as defined in N.J.A.C. 6A:8-1.3.

The Board shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.

The Board shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements but has failed to pass the State proficiency test to demonstrate proficiency through alternative means as set forth at N.J.A.C. 6A:8-5.1(a)6. through 6A:8-5.1(f), as applicable, pursuant to the standards applicable to the student's graduating class. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8, a State-endorsed diploma shall be granted by the high school of record.

Pursuant to N.J.A.C. 6A:20-1.4, the Commissioner of Education shall award a State-issued high school diploma based on achieving the Statewide standard score on a New Jersey High School Equivalency Assessment (NJHSEA) to individuals age sixteen or older who are no longer enrolled in school and have not achieved a high school credential. The Board shall provide students awarded a State-issued high school diploma pursuant to N.J.A.C. 6A:8-5.2(c) or 6A:8-5.2(d) the opportunity for continued high school enrollment to age twenty-one if eligible pursuant to the IDEA.

Pursuant to N.J.A.C. 6A:8-5.2(d), the Commissioner shall award a State-issued high school diploma to individuals age sixteen or older and no longer enrolled in high school based on official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education.

Included in the thirty general education credits must be a minimum of fifteen credits with at least three credits in each of the five general education categories as follows: English; mathematics; science; social science; and the humanities.

The Board shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:

1. Has demonstrated proficiency in the State graduation proficiency test, pursuant to N.J.A.C. 6A:8-5.1(a)7. or as set forth at N.J.A.C. 6A:8-5.1(e).

2. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and

3. Has formally requested such early award of a State-endorsed high school diploma.

Pursuant to N.J.S.A. 18A:7C-7. and 18A:7E-3., the Superintendent shall report annually to the Board at a public meeting not later than September 30, and to the Commissioner:

1. The total number of students graduated;

2. The number of students graduated under the substitute competency test process;

3. The number of students graduated under the portfolio appeals process;

4. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their IEPs;

5. The total number of students denied graduation from the twelfth grade class; and

6. The number of students denied graduation from the twelfth grade class solely due to failure to pass the State graduation proficiency test, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

N.J.S.A. 18A:7C-7.; 18A:7E-3.
N.J.A.C. 6A:8-5.1; 6A:8-5.2; 6A:20-1.4

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2nd Reading & Adoption: 26 October 2026

Springfield Public Schools
Policy

P 0162.01 LEGAL NOTICES (M)

Whenever the Board of Education is required by law or by order or rule of any court to publish or advertise a legal notice, the Board shall publish or advertise the legal notice on the Board's official internet website in accordance with the provisions of N.J.S.A. 35:3-1 et seq.

For the purpose of this Policy, "legal notice" means any resolution, official proclamation, notice, or advertisement of any sort, kind, or character, including proposals for bids on public work and otherwise, required by law or by the order or rule of any court to be published by the Board.

For the purpose of this Policy, "online news publication" means a news publication in electronic format that contains news on matters of public concern and has published news predominantly in the English language at least once per week for at least one year continuously.

The Board's official internet website shall be accessible and available to the public free of charge. A direct hyperlink to legal notices published on the Board's official internet website shall be conspicuously placed on the Board's website's homepage. The Board shall submit the hyperlink to the New Jersey Secretary of State and provide any updates thereto prior to effectuation in accordance with the provisions of N.J.S.A. 35:3-2.b.

The Board shall maintain an internet archive of legal notices that are no longer displayed, which shall be kept for at least one year. The archive shall not be subject to any records retention schedule adopted by the State Records Committee nor to the "Destruction of Public Records Law (1953)," N.J.S.A. 47:3-15 et seq. The Board shall display a legal notice on its legal notices internet webpage for at least one week from the date of initial posting, or other time period as required by law, before transferring the publication to the Board's internet archive. The Board shall initially publish an internet archive no later than July 1, 2026 and shall maintain the archive thereafter in accordance with N.J.S.A. 35:3-2.c.

The Board may, in addition to the publication on its official internet website, publish or advertise a legal notice separately on an eligible online news publication that meets the criteria of N.J.S.A. 35:3-3.b. The Board shall provide a notice in a prominent location on its official internet website if it publishes or advertises its legal notices in an online news publication and shall publish a hyperlink to the online news publication in accordance with the provisions of N.J.S.A. 35:3-2.d.

The Board, whenever required by law or by the order or rule of any court to publish or advertise a legal notice shall publish or advertise the notice in accordance with the applicable law or court order or rule. The Board shall be deemed to satisfy their legal obligations to provide a legal notice upon publication of the notice as required pursuant to N.J.S.A. 35:3-1 et seq.

Legal notices published on the Board's internet website or the internet website of an online news publication in accordance with N.J.S.A. 35:3-1 et seq. shall not be deemed defective if at least one of the following circumstances exist:

1. There is an error in the content or form of the legal notice published or advertised on the Board's internet website or online news publication due to a clerical, administrative, or any other error outside of the control of the Board whenever required by law or court order or rule to publish the legal notice;

2. There is a temporary outage, technical malfunction, disruption, or service interruption preventing the publishing, posting, or display of a legal notice on the Board's internet website or online news publication;

3. The operator of the Board's internet website or the online news publication imposes standard restrictions that prevent access to the website or online news publication;

4. The Board's internet website or the online news publication is subject to a cyberattack or cybersecurity incident, including, but not limited to, ransomware or a data breach, causing the failure to timely or accurately publish the legal notice; or

5. Any other circumstances preventing the publishing, posting, or display of a legal notice on the Board's internet website or online news publication that are outside of the control of the Board whenever required by law or court order or rule to publish the legal notice.

Starting on January 1, 2026 and at least twice per month through December 31, 2026, the Board whenever required by law or court order to rule to publish the legal notice shall provide an advertisement in an online news publication meeting the eligibility criteria at N.J.S.A. 35:3-3. that:

1. States that the complete text of each legal notice may be obtained or viewed by the public on the official internet website of the Board; and

2. Provides the hyperlink to the Secretary of State's legal notices hyperlink internet webpage established pursuant to N.J.S.A. 35:3-2.b.

N.J.S.A. 35:3-1 et seq.

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2nd Reading & Adoption: 26 October 2026

Springfield Public Schools
Policy

P2260 EQUITY IN SCHOOL AND CLASSROOM PRACTICES (M)

In accordance with N.J.A.C. 6A:7-1.7(a), the Board of Education shall provide all students with equitable and bias-free access to all school facilities, courses, programs, activities, and services, regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a), by:

1. Ensuring barrier-free access to all school and classroom facilities;

2. Attaining, within each school, minority representation that approximates the district's overall minority representation. Exact apportionment is not required; the ultimate goal is a reasonable plan achieving the greatest degree of a representative balance that is feasible and consistent with sound educational values and procedures;

3. Utilizing, on an annual basis, a State-approved English language proficiency assessment that evaluates a student's English language proficiency on the four domains of listening, speaking, writing, and reading for determining the eligibility and placement of students who may be identified as multilingual learners, pursuant to N.J.A.C. 6A:15-1.3(a)3.;

4. Utilizing bias-free multiple measures for determining the special needs of students with disabilities, pursuant to N.J.A.C. 6A:14-3.4;

5. Ensuring support services, including intervention and referral services and school health services, pursuant to N.J.A.C. 6A:16, are available to all students; and

6. Ensuring a student is not discriminated against because of a medical condition. A student shall not be excluded from any education program or activity because of a long-term medical condition unless a physician certifies such exclusion is necessary.

    a. If excluded, the student shall be provided with equivalent and timely instruction that may include home instruction, without prejudice or penalty.

Pursuant to N.J.A.C. 6A:7-1.7(b), the Board shall ensure the district's curriculum and instruction are aligned to the New Jersey Student Learning Standards (NJSLS). The Board also shall ensure its curriculum and instruction address the elimination of discrimination by narrowing the achievement and opportunity gaps, by providing equity in educational activities and programs, and by providing opportunities for students to interact positively with others regardless of the protected categories listed at N.J.A.C. 6A:7-1.1(a), by:

1. Ensuring there are no differential requirements for completion of course offerings or programs of study solely on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a);

2. Ensuring courses shall not be offered separately on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a):

    a. Portions of classes that deal exclusively with human sexuality may be conducted in separate developmentally appropriate sessions based on gender identity, provided the course content for such separately conducted sessions is the same;

3. Increasing and promoting equitable representation of all students in all classes and programs;

4. Ensuring schools demonstrate the inclusion of a multicultural curriculum in its instructional content, materials and methods, and ensuring students understand the basic tenet of multiculturalism;

5. Ensuring the Amistad Commission Curriculum is infused into the curriculum and is taught;

6. Ensuring the Commission on Holocaust Education curriculum is included in the curriculum of all elementary and secondary schools, as developmentally appropriate, pursuant to N.J.S.A. 18A:35-28.; and

7. Ensuring all curricular requirements pursuant to N.J.A.C. 6A:8 and the NJSLS are taught, including any curriculum developed concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a) or curriculum developed by any commissions constituted for the development of curriculum concerning any of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

Pursuant to N.J.A.C. 6A:7-1.7(c), the Board shall ensure all students have access to adequate and appropriate counseling services.

1. When informing students about possible careers or professional or vocational opportunities, the Board shall not restrict or limit the options presented to students on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

2. The Board shall not use tests or guidance or counseling materials that are biased or stereotyped on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a).

Pursuant to N.J.A.C. 6A:7-1.7(d), the Board shall ensure the district's physical education is in a co-educational setting that is developmentally appropriate and does not discriminate on the basis of the protected categories listed at N.J.A.C. 6A:7-1.1(a), as follows:

1. The district shall provide separate restroom, locker room, and shower facilities on the basis of gender, but such facilities provided for students of each gender shall be comparable;

2. The district may choose to operate separate teams based on sex in one or more sports or single teams open competitively to members of all sexes, as long as the athletic program as a whole provides equal opportunities for students of all sexes to participate in sports at comparable levels of difficulty and competency; and

3. The activities comprising such athletic programs shall receive equitable treatment, including, but not limited to, staff salaries, purchase and maintenance of equipment, quality and availability of facilities, scheduling of practice and game time, length of season, and all other related areas or matters.

N.J.S.A. 18A:35-28.; 18A:36-20.
N.J.A.C. 6A:7-1.1; 6A:7-1.3; 6A:7-1.7

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Springfield Public Schools

Regulation 5500/5600
Expectations for Student Conduct/ Student Code of Conduct

Regulations and Guide to Expectations for a Productive Learning Environment

First Reading: August 26, 2024
Approved: September 23, 2024
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Second Reading: October 26, 2026

VISION

Cultivating compassionate and extraordinary learners!

MISSION

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

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TABLE OF CONTENTS

Springfield Public Schools Philosophy of Discipline....4
Code of Student Conduct....5
Purpose....5
Rights and Responsibilities of Members of our Learning Community....5
Expectations for Student Conduct....6
SPS Staff Responsibilities....7
Parent/Guardian and Community Responsibilities....8
Student Use of Technology & Personal Devices....8
Student Dress Code & School Identification....9
Restorative Practices....9
Application of the Code of Student Conduct....10
Overview of Behavioral Interventions & Disciplinary Measures....11
Leveled Responses to Student Conduct....15
Charts of Discipline....18
School Attendance-Related Chart of Discipline....19
Class Cutting....19
Tardiness....19
Truancy....19
Student Behaviors Chart of Discipline....20
Academic Dishonesty....20
Bomb Threat....20
Disrespect....20
Disruption....20
Destruction of Property....21
Dress Code....21
Extortion....21
False Alarm....21
Physical Attack: Adult....21
Physical Attack/Fighting: Student....22
Serious Bodily Injury....22
Sexual Activity....22
Sexual....22
Attack....22
Sexual Harassment....22
Theft....23
Threat to Adult /Threat to Student....23
Tobacco/....23
Controlled Substances/....23
Inhalants/ Drugs....23
Trespassing....23

Violation of School Security Practices..... 23
Weapons: Firearms..... 23
Weapons: Knives and Other.....24
Weapons: Explosives..... 24
Student Use of Internet Enabled Devices.....24
Policy & Regulation 5516..... 24
Harassment, Intimidation, and Bullying (HIB) Chart of Discipline..... 24
Behavior on School Transportation..... 26
Detentions and Suspensions Defined.....27
SPS NonDiscrimination Statement.....29

Springfield Public Schools Philosophy of Discipline

Springfield Public Schools (SPS) Board of Education (BOE) Policy 5500/5600 Expectations for Student Conduct/Student Code of Conduct establishes the expectation that SPS will provide positive, respectful, orderly, and safe learning environments essential for effective learning. The goal is to enhance student engagement, improve student achievement, and proactively cultivate positive school cultures and climates that prevent student misbehavior whenever possible.

Apart from a student's home, schools are considered communities where positive behavior is not only anticipated but also modeled and learned within an atmosphere of mutual respect and dignity, which is crucial for effective learning. To enable students to grow into healthy, productive adults, it is essential students have positive and respectful learning environments where each person is a valued community member trusted to contribute positively to its establishment and maintenance.

When disruptions occur within the community, educational leaders strive to comprehend, acknowledge, and address the underlying causes. The aim is to restore the learning environment, providing students with opportunities to learn from their mistakes, rectify any harm resulting from their behavior, and mend relationships affected by their conduct.

SPS employs a restorative, relationship-focused approach to discipline, allowing students the chance to learn from their errors, correct any harm caused by their behavior, and restore disrupted relationships.

The district holds the belief that learning appropriate behavior is a developmental process requiring effective strategies that cater to students' diverse behavioral and developmental needs. The use of tiered responses and interventions, forming a continuum of instructional strategies and disciplinary measures, is considered essential. This continuum is designed to support teaching and learning, foster positive behaviors, and reflect a restorative discipline philosophy.

The primary objective of any behavior intervention within SPS is to be rehabilitative, restorative, and educational. The interventions are intended to be administered in a manner that keeps students within their regular academic program to the greatest extent possible. SPS emphasizes the utilization of a continuum of behavior interventions, incorporating appropriate de-escalation strategies and techniques. These are designed to uphold a positive environment conducive to learning and supportive of academic achievement.

The use of suspensions and expulsions is reserved as a last resort, highlighting the district's commitment to exhaust alternative measures before resorting to such disciplinary actions. This approach underscores SPS's dedication to fostering a positive and inclusive learning environment while prioritizing the well-being and academic progress of its students.

Code of Student Conduct

Purpose

The Code of Student Conduct Policy and Regulation is established to achieve the following purposes:

- Foster the health, safety, social, and emotional well-being of students;
- Support the establishment and maintenance of civil, safe, secure, supportive, and disciplined school environments conducive to learning;
- Promote achievement of high academic standards;
- Prevent the occurrence of problem behaviors;
- Establish parameters for the intervention and remediation of problem behaviors at all stages of identification; and
- Establish parameters for school responses to violations of the code of student conduct that take into account, at a minimum, the severity of the offenses, the developmental ages of student offenders and students' histories of inappropriate behaviors in accordance with N.J.A.C. 6A:16-7.2 through 7.8, as appropriate.

School responses to violations of the Code of Student Conduct will consider the severity of offenses, the developmental ages of the student offenders, and their histories of inappropriate behaviors.

Rights and Responsibilities of Members of our Learning Community

All learning community members, staff, students, parents and caregivers, have the right to:

- Participate in a safe and secure educational
- Be informed about behavior expectations.
- Be treated with respect and dignity.
- Attend school in safe and secure environments.
- Express opinions and feelings with respect.
- Utilize constructive ways to settle disagreements.
- Receive due process and protections as per law and code.

To guide this process and foster an environment of mutual respect and dignity, the following list serves as a starting point for setting positive expectations for conduct:

- Respectful Behavior: Our words, actions, and attitudes demonstrate respect for all members of our community at all times.
- Pride and Preparedness: We demonstrate pride in our community, our future, and our

school by arriving on time, dressed appropriately, and prepared to focus on our learning.
- Conflict Resolution: We always seek the most peaceful means of resolving conflict and seek assistance from teachers, administrators, or school staff when unable to resolve conflicts peacefully.
- Restorative Action: We actively seek to correct any harm that we have caused to others in the school community.
- Promotion of a Safe Environment: We take pride in promoting a safe and clean learning environment at our school.

These expectations serve as a commitment from all members of the community to contribute to the overall positive and conducive atmosphere within the school community. Additionally, it highlights the importance of collaborative efforts among students, staff, parents/guardians, and the broader community in maintaining a respectful and supportive educational environment.

Expectations for Student Conduct

Students within SPS are expected to adhere to conduct expectations. The district emphasizes active student involvement in the development of codes of conduct. This engagement serves as a significant opportunity for students to collaboratively establish clear expectations on how they will treat each other, and how they wish to be treated.

Students shall be provided with expectations about how they should conduct themselves at school, at school-sponsored events, and on SPS buses and other SPS vehicles. Many teachers directly engage students in the process of developing class codes of conduct, an important opportunity for students to agree on a few clear statements of how they will treat others and, more important from a student's perspective, how they would like others to treat them.

The following list is a starting point for engaging students in the process of setting positive expectations for conduct in an environment of mutual respect and dignity:

1. My words, actions, and attitudes demonstrate respect for myself and others at all times.
2. I demonstrate pride in myself, in my future, and in my school by arriving on time, dressed appropriately, and prepared to focus on my studies.
3. I always seek the most peaceful means of resolving conflict and obtain the assistance of teachers, administrators, or school staff when I am unable to resolve conflicts peacefully on my own.
4. I seek to correct any harm that I have caused to others in the school community.
5. I take pride in promoting a safe and clean learning environment at my school.

Students are responsible for:

- Exercising self-control within the school premises, at school-sponsored events, on buses and other vehicles.
- Staying within the assigned area for a specific activity.
- Showing respect for the authority of all school personnel.
- Maintaining and respecting school and private property.
- Speaking to and treating adults and peers with respect.
- Avoiding actions that endanger physical safety.
- Contributing to the cleanliness and attractiveness of the school.
- Using constructive methods to resolve disagreements or problems.

SPS Staff Responsibilities

SPS staff is committed to establishing positive, supportive, safe, and welcoming school environments for all students and adults, fostering an atmosphere conducive to effective teaching and learning. Recognized as caring adults in the school community, staff members play a crucial role in building strong relationships with students. These relationships contribute to students' connection to school and reduce the likelihood of disruptive behaviors.

The responsibilities of SPS staff members include:

- Clear Expectations and Instructional Discipline: Establishing clear expectations for behavior and adopting an instructional approach to discipline.
- Positive Reinforcement: Rewarding and acknowledging positive and appropriate conduct by students.
- Equitable Discipline: Striving to recognize and eliminate bias and disproportionality in discipline, ensuring consistent, fair, and equitable administration of discipline rules.
- Community Involvement: Involving families, students, staff members, and the community in fostering positive behavior and student engagement.
- Appropriate Consequences: Ensuring clear, developmentally and age-appropriate, and proportional consequences for misbehavior that support personal growth and learning opportunities for all students.
- Inclusive Procedures: Including appropriate procedures for students with disabilities and ensuring due process for all, consistent with federal and state requirements.
- Last Resort Measures: Removing students from the classroom only as a last resort and promptly returning students to class whenever possible.

This comprehensive approach reflects SPS's dedication to creating a supportive and inclusive educational environment, promoting positive behavior, and facilitating the overall well-being and success of all students.

Parent/Guardian and Community Responsibilities

Parents/guardians play a crucial role in fostering a positive school environment conducive to teaching and learning. It is essential for them to engage in conversations with their children about appropriate conduct at school, encouraging active participation in creating a supportive, safe, and welcoming atmosphere.

Additionally, parents/guardians should collaborate with SPS staff to address any behavioral issues their children may encounter, taking proactive steps against actions directed at their child. They are encouraged to work closely with schools to help their children access supportive groups or programs aimed at improving conduct, such as counseling, after-school programs, and mental health services available within the school and community.

SPS extends its encouragement to community-based organizations and agencies, inviting them to partner with schools in initiatives dedicated to establishing positive, safe, supportive, and welcoming environments. These organizations are encouraged to provide supportive services that contribute to the overall well-being and success of students.

Student Use of Technology & Personal Devices

Appropriate Use of District Technology: Students are required to read and sign the Acceptable Use Policy before any use of the computer takes place. Board Policy 2361, Acceptable Use Of Computer Networks/Computers and Resources may be accessed via our online governance manual.

Personal Internet Enabled Devices: In accordance with Board of Education Policy and Regulation 5516 Student Use of Internet-Enabled Devices, electronic devices and cell phones must be kept out of sight and turned off during instructional and non-instructional times during the school day, which includes study halls, lunch periods, and passing of classes. Use during any situation that compromises student safety is strictly prohibited unless directed by a school official. Unauthorized use of such devices disrupts the instructional program, distracts from the learning environment, and has the potential to compromise student safety and right to privacy.

Unauthorized use of electronic devices or cell phones is grounds for confiscation of the device by school officials. School officials include administrators, teachers, and security officials. The school district is not liable for financial loss during the period of confiscation. Use in locker rooms and lavatories is considered unauthorized under all circumstances at all times.

Student Dress Code & School Identification

Students are expected to comply with Springfield Public Schools Board of Education Policy and Regulation 5511 Dress and Grooming in an effort to ensure a school climate and culture that supports student learning. Students found in violation of the policy and regulation may be required to change their clothing in order to participate in the normal school day. Students unable to change their clothing may be subject to in-school suspension. Repeated violations will result in appropriate disciplinary action.

All students attending Jonathan Dayton High School are required to wear a visible school ID at all times. Students who refuse to wear the ID will be subject to the disciplinary action(s) identified in Policy and Regulation 5600 Code of Student Conduct.

Restorative Practices

Building on SPS's commitment to equity, the district continues its efforts to integrate equity, restorative practices, and trauma-informed care and rehabilitation into the culture, climate, and expectations of our schools.

Restorative Practices encompass a continuum of relationship-focused processes, encompassing preventative, proactive, and responsive measures for both staff and students. It's crucial to note that Restorative Practices do not replace the need for behavior intervention consequences. Instead, they provide students with a supportive environment to reflect on their attitudes and behaviors while working towards meaningful reparations for any harm caused. When implemented correctly, the restorative approach contributes to a positive school climate that fosters leadership, teaching, and learning.

Restorative practices, as a philosophy, challenge members of a school community to:

- Focus on Harm: Address the harm caused by wrongdoing over the rule or law broken.
- Empower the Harmed: Empower those who have been harmed, demonstrating equal concern for their needs in the discipline process.
- Support Responsibility: Support individuals who have harmed others, encouraging personal responsibility and fulfillment of obligations to repair the harm.
- Encourage Collaboration: Promote collaboration and reintegration instead of punishment and isolation.
- Involve Decision-Making: Involve individuals who have harmed others in decision-making around consequences.
- Address Challenges: Anticipate and address challenging situations within the school community, such as physical conflict or the re-entry of members who were apart for

disciplinary reasons.

In contrast to the traditional disciplinary approach centered on blame, broken rules, and punishment, restorative practices ask three different questions:

- Identify Harm: Who was hurt?
- Determine Needs: What are the needs of those affected, and what must be done to repair the harm?
- Obligations: Who has the obligation to address these needs, repair the harm, and restore the relationship between the individuals involved, as appropriate?

Adopting restorative practices requires diligence in mindset shift, adoption, implementation, and adaptation. This shift is essential to creating truly restorative school communities that emphasize relationships, collaboration, and engagement among students, staff, families, and the broader school community.

Application of the Code of Student Conduct

In accordance with N.J.A.C. 6A:16-7.1(c)5, the Code of Student Conduct must outline school responses to violations of behavioral expectations set by the Board of Education. These responses, graded based on the severity of offenses, should take into account the developmental ages of the student offenders and their histories of inappropriate behavior. The descriptions of school responses shall:

- Include a continuum of actions: Include a continuum of actions aimed at remediation and, where necessary or required by law, imposing sanctions.
- Maintain Consistency: Align with other responses as per N.J.A.C. 6A:16-5.5.
- Be equitable in application: Ensure the equitable application of the Code of Student Conduct, regardless of race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic partnership, or civil union; mental, physical, or sensory disability; or any other distinguishing characteristic, in accordance with N.J.S.A. 10:5-1 et seq.
- Be in compliance with the law: Adhere to the provisions of N.J.S.A. 18A:6-1, specifically regarding Corporal Punishment of Students.
- This comprehensive approach to describing school responses is designed to provide clarity, fairness, and consistency in addressing behavioral violations while promoting a safe and inclusive learning environment for all students.

The behavior intervention consequences outlined in the Springfield Public Schools (SPS) Student Code of Conduct are applicable to students at all times, whether they are on SPS property or attending an SPS event. SPS property encompasses any school or other SPS facility, including grounds owned or operated by SPS, SPS buses and vehicles, as well as the facilities and grounds of any SPS-sponsored activity involving students.

For student conduct occurring outside of school hours and away from school property, disciplinary action may be taken if the superintendent, principal, or designee reasonably believes that the conduct poses a threat to the health or safety of students or staff in the school setting. Additionally, disciplinary action may be considered if the conduct causes or is reasonably expected to cause substantial disruption or material interference with school activities.

It is emphasized that behavior intervention should be proportional and suitable to the related offense. The primary goal is to encourage student learning and development while maintaining a safe and conducive learning environment within the SPS community.

Overview of Behavioral Interventions & Disciplinary Measures

Behavioral Contract	Correcting inappropriate or disruptive student behavior through a formal plan designed by school staff to offer positive behavioral interventions, strategies, and supports.
Pass Restriction	Students who are placed on pass restriction may not be issued passes. A staff member will escort the student to the nurse in order to use the lavatory or in case of illness.
Check-in with School Counselor/Resource Specialists	The student is prompted by school staff to have an informal check-in with a school counselor, the student assistance counselor (SAC), the resource teacher, the school psychologist, the school social worker, or the coach who has a relationship with the student.
Classroom-based Responses	Prompting students to reflect on their behavior using classroom strategies such as teacher-student conferences, and parent outreach.
Conflict Resolution	School-based - Using strategies to assist students in taking responsibility for resolving conflicts peacefully. Students, parents/guardians, teachers, school staff, and/or principals engage in activities that promote problem-solving skills and techniques, such as conflict and anger management, active listening, and effective communication
Detention	Requiring a student to report to a designated classroom before school, during lunch, during a free period, after school, or on the weekend for a set period of time. Schools should strive to notify parents/guardians before students serve detention.

Expulsion	The exclusion of the student from the student's regular school program for 45 school days or longer, with notice to the parent/guardian, which may only be in accordance with Board Policy 5620 Expulsion: 1. The superintendent of schools' designee has determined that the student's return to school prior to the completion of the expulsion period poses an imminent threat of serious harm to other students or staff; 2. The school system provides the excluded student with comparable educational services and appropriate behavioral support services to promote a successful return to the student's regular academic program; 3. Such an action requires review with county and state officials, there is a very limited scope under which such an action may be taken and the district remains responsible for the education of the student.
Functional Behavioral Assessment and Behavioral Intervention Plan	A Functional Behavioral Assessment (FBA) gathers information about a student's inappropriate or disruptive behavioral patterns and determines approaches that school staff should take to correct or manage that behavior. The information is then used to develop a Behavioral Intervention Plan for the student. Using an FBA, a school staff team and the student's parent/guardian develop appropriate behavioral goals and interventions to prevent and respond to the problem behavior, and strategies to teach replacement or alternative behavior.
Parent Outreach	Informing parents/guardians of their children's behavior and, in the context of discipline, seeking their assistance in correcting inappropriate or disruptive behavior.
Parent/Guardian-Teacher-Student Conferences	Involving students, parents/guardians, teachers, counselors, school staff, and/or principals in discussion about the student's behavior and potential solutions that address social, academic, and personal issues related to the behavior.
Peer Mediation	Employing a form of conflict resolution in which trained students serve as mediators and help their peers deal with and develop solutions to conflicts.
Recommend for Further Action	Recommending a student to a school administrator(s) for long-term suspension, expulsion, referral to alternative instructional, or contact with law enforcement.
Referral to Alternative	Recommending a student to a school administrator(s) for

Education	placement in an alternative program
Referral to Appropriate Counseling Services	In consultation with the principal or designee, referring students to services, both in and out of school, such as a local health department or a community-based service for counseling related to identified behaviors and/or student needs.
Referral to Community-based Organizations	In consultation with the principal or designee, referring students for a variety of services, including afterschool programming, individual or group counseling, leadership development, conflict resolution, and/or tutoring.
Referral to Health/ Mental Health Services	In consultation with the principal or designee, referring students to school-based or community-based health and mental health clinics or other social services for the purpose of providing counseling and assessments to students in need. Students are encouraged to privately share issues or concerns that lead to inappropriate or disruptive behavior or negatively affect academic success, discuss goals, and learn techniques that help them overcome personal challenges. These services may include anger management classes and formal or informal behavior coaching.
Referral to Student Support Team utilizing the Intervention & Referral Services (I&RS) Protocol	In consultation with the principal or designee, bringing together a student support team that may include school counselors, pupil personnel workers, teachers, principals, social workers, health services, mental health clinicians, school psychologists, and external agency representatives under a case manager to help develop prevention and intervention techniques and alternative strategies designed to improve student outcomes. If the behavior does not improve after the implementation of the plan created by the student support team, the team may request a placement review for an alternative program.
Removal from Extracurricular Activities/Loss of Privileges	In consultation with the principal or designee, revoking a student's privilege to participate in extracurricular activities, including sports and clubs, or revoking a student's privilege to participate in school events or activities, such as attending a field trip or participating in a school dance. If the behavior warrants this consequence, any monies paid by the student for the missed activity should be refunded, if possible.
Restitution	Requiring a student to compensate others for any loss, damage, or injury that has resulted because of a student's behavior. The same for district property.

Restorative Practices	(Classroom-based or specialist-facilitated) Restorative Practices are used proactively to establish and maintain a positive school climate and establish a structured approach to teaching appropriate social skills. Restorative Practices employ interventions, responses, and practices designed to identify and address the harm caused by an incident, including harm to a person, and to develop a plan for the student who caused the harm to heal and correct the situation.
School-based or Community Conferencing	Bringing together students, school staff, and others involved in a conflict to discuss the topic, resolve issues, and propose solutions
Suspension (Out-of-School)	The removal of a student from school for a time period between 1 and 10 school days for disciplinary reasons by the principal, with notice to the parent/guardian.
Suspension (Extended, Out-of-School)	The exclusion of a student from a student's regular school program for an extended suspension (for a time period between 11 and 45 school days), with notice to the parent/guardian, which may occur only under the following circumstances: 1. The superintendent of schools' designee, has determined that: a. the student's return to school prior to the completion of the suspension period would pose an imminent threat of serious harm to other students and staff; or b. the student has engaged in chronic and extreme disruption of the educational process that has created a substantial barrier to learning for other students across the school day, and other available and appropriate behavioral and disciplinary interventions have been exhausted. 2. The superintendent of schools' designee limits the duration of the exclusion to the shortest period practicable. 3. The school system provides the excluded student with comparable educational services and appropriate behavioral support services to promote a successful return to the student's regular academic program.
Suspension (In-school)	The removal within the school building of a student from the student's current education program for up to, but not more than, 10 school days in a school year for disciplinary reasons by the school principal, with notice to the parent/guardian.
Temporary Removal from Class	Removing students within the school building from their regular education program for up to, but not more than, one class period.

Leveled Responses to Student Conduct

<table>
<tr><td rowspan="3">Level 1</td><td colspan="2">Examples of Classroom and Teacher-Led Responses</td></tr>
<tr><td colspan="2">The responses outlined are intended to serve as educational tools, fostering appropriate behavior among students to promote a respectful and conducive learning environment. Teachers are urged to employ a diverse range of teaching and classroom management strategies. In cases where it is suitable, teachers may involve the student's support system to ensure consistent learning success and address the conditions contributing to inappropriate or disruptive behavior. It is emphasized that these responses should be implemented in a graduated fashion, allowing for a progressive and tailored approach to behavior intervention.</td></tr>
<tr><td>● Classroom-based responses (e.g., verbal correction, written reflection/apology, reminders/redirection, role play, daily progress sheet)
● Restorative practices (classroom-based)
● Peer mediation
● School-based conflict resolution</td><td>● School-based conferencing
● Parent/guardian outreach (contact parent/guardian via telephone, email, or text)
● Informal and/or preventative school-based mentoring
● Check-in with school counselor/resource specialists
● Detention</td></tr>
<tr><td rowspan="3">Level 2</td><td colspan="2">Examples of Teacher-Led/referred and Administrative Supported Responses</td></tr>
<tr><td colspan="2">The outlined responses are crafted to instruct students in appropriate behavior, promoting respect, and fostering a conducive learning environment. Many of these responses involve engaging the student's support system and are specifically designed to address underlying conditions contributing to inappropriate or disruptive behavior. The goal is to correct behavior by emphasizing its severity, acknowledging potential implications for future harm, all while maintaining the student's presence in school. These responses are intended to be applied gradually, allowing for a progressive approach to behavior correction. In cases of serious incidents or those potentially impacting the health or well-being of students, a teacher referral for administrative support is mandatory. This ensures a comprehensive and specialized approach to addressing incidents that require additional attention and intervention.</td></tr>
<tr><td><u>TEACHER-LED</u>
<u>May be implemented at the classroom</u></td><td><u>TEACHER-REFERRED</u>
<u>Implemented with administrative support</u></td></tr>
</table>

<table>
<tr><td></td><td><u>level</u>
Classroom-based responses (e.g., verbal correction,
written reflection/apology, reminders/redirection, role play, daily progress sheet)
Behavioral contract
Parent/guardian outreach (contact parent/guardian via telephone, email, or text)
Check-in with school counselor/resource specialists, I&RS Team
Detention
Temporary removal from class
Parent/guardian and student conference (with teacher)
Informal and/or preventative school-based conference
Restorative practices</td><td>Functional Behavioral Assessment/Behavioral
Intervention Plan
Detention
Referral to appropriate Substance misuse counseling
services
Referral to community-based organization
Referral to health/mental health services
Restorative practices
Loss of privileges/removal from extracurricular activities
Restitution
Community service
School-based or outside facilitated conflict resolution
School-based or community conferencing
Peer mediation
Referral to student support team (I&RS or CST)
Suspension (In-School)</td></tr>
<tr><td rowspan="3">Level 3</td><td colspan="2">Examples of Administrative Supported and/or Removal Responses</td></tr>
<tr><td colspan="2">These responses actively involve the student's support system to facilitate successful learning and address conditions contributing to inappropriate or disruptive behavior. Again, the goal is to correct behavior by emphasizing its severity, acknowledging potential implications for future harm, all while maintaining the student's presence in school. In some cases, these responses may include in-school suspensions or interventions, with the removal being limited as much as possible without compromising its effectiveness in addressing the behavior. It is emphasized that these responses should be implemented in a graduated fashion, with the necessary administrative support to ensure a comprehensive and tailored approach to behavior correction. When deemed appropriate, out-of-school suspension may be assigned.</td></tr>
<tr><td>Classroom-based responses (e.g., verbal correction, written reflection/apology, reminders/redirection, role play, daily progress sheet)</td><td>Community conferencing
Behavioral Contract - Building Based
Functional Behavioral Assessment/Behavioral</td></tr>
</table>

<table>
<tr><td></td><td>Behavioral contract
Parent/guardian and student conference (with
administrator)
Referral to community-based organization
Referral to student support team (I&RS, CST)
Detention
Temporary removal from class
Suspension (In-School)
Suspension (Out of School)</td><td>Intervention Plan (I&RS)
School-based or outside facilitated conflict resolution
Referral to appropriate counseling services
Referral to health/mental health services
Restorative practices
Loss of privileges/removal from extracurricular activities
Restitution</td></tr>
<tr><td rowspan="4">Level 4</td><td colspan="2">Examples of Administrative Supported, and Short-term Out-of-school Exclusionary Responses</td></tr>
<tr><td colspan="2">These responses are designed to address serious behavior issues while retaining the student within the school setting. In instances where the nature of the behavior or its potential implications for future harm necessitate, a student may be temporarily removed from the school environment, The purpose of these responses is to prioritize the safety of the school community by addressing self-destructive and dangerous behavior. It is emphasized that these responses should be applied in a graduated fashion, with the necessary administrative support, to ensure a comprehensive and carefully managed approach to behavior intervention.</td></tr>
<tr><td>Parent/guardian and student conference (with administrator)
Loss of privileges/removal from extracurricular activities
Restitution
Suspension (In-School)
Functional Behavioral Assessment/Behavioral Intervention Plan</td><td>Short-term out-of-school suspension (1–3 days)
Restorative practices</td></tr>
<tr><td rowspan="2"></td><td colspan="2">Examples of Long-term Administrative Supported,
Out-of-school Exclusionary, and Referral Responses</td></tr>
<tr><td colspan="2">These responses involve the removal of a student from the school environment for an extended period due to the severity of the behavior and potential implications for future harm. Such measures may include placing the student in a secure</td></tr>
</table>

Level 5	environment that offers additional structure and services. The primary aim of these responses is to prioritize the safety of the school community by addressing instances of self-destructive and dangerous behavior. It is essential to use these responses in a graduated fashion, with the necessary administrative support, ensuring a thorough and carefully managed approach to behavior intervention.	
	● Restorative practices) ● Referral to alternative education ● Referral to student support team (I&RS, CST) ● Restitution ● Loss of privileges/removal from extracurricular activities	● Out-of-school suspension ○ Long-term (4–10 days) ○ Extended (11 or more days) ● Expulsion (In accordance with New Jersey State Law)

Charts of Discipline

The charts below suggest a tiered continuum of responses to inappropriate or disruptive student behavior. School staff hold discretion in making disciplinary decisions, considering the overall circumstances and aligning with the discipline philosophy, Springfield Public Schools BOE policies/regulations, and relevant federal and state laws.

The charts outline potential inappropriate or disruptive behaviors and corresponding interventions or consequences. It is intended to be used in conjunction with the chart above, detailing five graduated levels of support, removal, and administrative responses to students' inappropriate or disruptive behaviors.

The described behavior intervention levels should be employed as follows:

- For any inappropriate or disruptive behavior, school staff should refer to the matrix to choose one or more interventions or disciplinary responses. Possible infractions include, but are not limited to, cited examples.
- Upon the first instance of such behavior, school staff should primarily consider interventions or responses from the lowest level indicated on the matrix (or from a lower level).
- If the behavior is repeated within the same school year, staff should contemplate using interventions or responses from the next highest level on the matrix, or any lower level.
- Staff is encouraged to implement several lower-level interventions before considering higher levels that involve disciplinary responses removing the student from the classroom.
- In cases where unique or exceptional circumstances exist, or there is an imminent

threat of serious harm to students or staff, requiring an intervention or response above the highest level or below the lowest level on the matrix, principals must consult with the superintendent of schools.

School Attendance-Related Chart of Discipline

	Lowest level should be considered first, followed by progressively more intensive consequences, based on severity, age, and repetition of behavior. (Refer to Leveled Responses to Student Conduct Chart)				
School Attendance Behavior Type	**LEVEL 1**	**LEVEL 2** *May result in loss of credit in high school courses	**LEVEL 3** *May result in loss of credit in high school courses	**LEVEL 4** *May result in loss of credit in high school courses	**LEVEL 5** *May result in loss of credit in high school courses
Class Cutting	Failure to attend a scheduled class without a legitimate reason.				
	Persistent failure to attend a scheduled class without a legitimate reason.				
Tardiness Policy No. 5240	Arriving late more than once to class or school without a legitimate reason				
	Persistently arriving late to class or school without a legitimate reason				
Truancy Policy No. 5200	Being absent from school without an excuse/reason				
	Being truant with frequency				
	Note: Students with excessive absences and/or tardies, both lawful and unlawful, may be referred for appropriate intervention. At the discretion of the principal/ designee, students who demonstrate a pattern of absences may be referred to appropriate staff and/or outside agencies for intensive interventions designed to increase regular attendance. Students who accumulate five or more unexcused absences may receive an attendance letter from the school.				

Student Behaviors Chart of Discipline

	Lowest level should be considered first, followed by progressively more intensive consequences, based on severity, age, and repetition of behavior. (Refer to Leveled Responses to Student Conduct Chart)				
Behavior	**LEVEL 1**	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Academic Dishonesty Policy No. 5701	Academic dishonesty includes plagiarism, such as taking someone else's work or ideas; forgery, such as faking the signature of a teacher or parent/ guardian; or cheating. It also includes unauthorized use of AI (Artificial Intelligence) software in completing classroom assignments, tasks, assessments, or other applicable activities.				
		Inappropriate use of artificial intelligence (AI) resources. Falsely claiming authorship of AI-generated content. Submitting AI-generated products as "your own work.."			
			Sharing or otherwise distributing information contained on assessments or other graded work.		
			Tampering with, or assisting another to tamper with, the SPS computer network or exams. Repeatedly or widely distributing information contained on assessments or other graded work.		
Bomb Threat Policy No. 5613		Threatening to access, create, or detonate a weapon capable of inflicting harm on the school environment in any way. *Behavior Threat Assessment*			
Disrespect (Insubordination)	Making inappropriate or offensive gestures, verbal or written comments, or symbols to others (e.g., verbal put-downs, cursing, talking back).				
	Repeatedly or persistently defying or refusing to follow directions of teachers, staff, or administrators.				
Disruption	Disrespect may become Disruption if the conduct is persistent or habitual and significantly impacts the learning environment				
	Engaging in minor behavior that distracts from the learning environment.				
	Persistently or habitually engaging in minor behavior that distracts from the learning environment (e.g., talking out of turn, throwing				

	Lowest level should be considered first, followed by progressively more intensive consequences, based on severity, age, and repetition of behavior. (Refer to Leveled Responses to Student Conduct Chart)				
Behavior	**LEVEL 1**	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
	small items, horseplay).				
	Engaging in moderate to serious behavior that distracts from teaching and learning and directly affects the safety of others (e.g., throwing harmful items; sending or posting incendiary texts/social media (messages; videos; disrupting a fire drill; interrupting an exam; verbal abuse of staff).				
			Using language, or displaying images and/or symbols that promote hate that can be reasonably expected to cause substantial disruption of school or district operations or activities.		
Destruction of Property Policy No. 5613	Causing accidental damage.				
		Causing intentional damage to property of SPS, staff, or other students, where the level of response is determined based on the listed factors.			
Dress Code Policy & Regulation No. 5511	Violating the dress code after the student has been warned				
	Continuous or persistent violation of the dress code after the student has been warned.				
Extortion		Using a threat, fear, or force (without a weapon) to get a person to turn over property. *Behavior Threat Assessment*			
		Using a threat, fear, or force (with a weapon) to get a person to turn over property. *Behavior Threat Assessment*			
False Alarm		Initiating a warning of a fire or other catastrophe without cause, either over a phone or in person (e.g., pulling a fire alarm, misuse of 911); discharging a fire extinguisher without cause.			
Physical Attack: Adult			Physically attacking an SPS staff member or other adult, including intentionally striking a staff member who is intervening in a fight or other disruptive activity		

	Lowest level should be considered first, followed by progressively more intensive consequences, based on severity, age, and repetition of behavior. (Refer to Leveled Responses to Student Conduct Chart)				
Behavior	**LEVEL 1**	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Physical Attack/Fighting: Student	Schools will consider multiple factors, including the following: Whether the student acted in the heat of the moment, as opposed to planning ahead; Whether the student was provoked verbally or if the student provoked others to fight; Whether the student acted in self-defense; Whether the student was intervening in the fight, as opposed to participating				
	Engaging in shoving, pushing, or otherwise being physically aggressive toward another (e.g., body check, intentionally bumping, but NOT horseplay).				
	Engaging in a fight or dangerous play that is spontaneous and/or short, and results only in minor cuts, scrapes, and bruises.				
			Engaging in a fight, which may be large, preplanned, extended, gang** related and/or resulting in major injuries, or otherwise especially serious based on the listed factors.		
Serious Bodily Injury		Engaging in behavior that unintentionally causes serious bodily injury or loss of consciousness			
				Engaging in behavior that intentionally causes serious bodily injury or loss of consciousness.	
Sexual Activity	Inappropriate behavior of a sexual nature (e.g., indecent exposure, sexual acts on school property). Also includes online activities that include sexually explicit language, developing and disseminating sexually explicit or pornographic images, or other activities through any form of communication, including electronic. Any images will be reported to appropriate law enforcement agencies. *Referral for counseling, law enforcement*				
Sexual Attack					Immediate reporting to law enforcement, including the Prosecutor's Office and DCP&P.
Sexual Harassment Policy No. 5751		Unwelcome sexual advances; requests for sexual favors; and/or other inappropriate verbal, written, or physical conduct of a sexual nature, may constitute sexual misconduct or sexual harassment. (In consultation with the Title IX coordinator, schools will respond in a legally compliant manner, while also taking into consideration the age, grade, developmental level, prior offenses, intentionality and circumstances in determining an appropriate course of action and consequences.)			

	Lowest level should be considered first, followed by progressively more intensive consequences, based on severity, age, and repetition of behavior. (Refer to Leveled Responses to Student Conduct Chart)				
Behavior	**LEVEL 1**	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Theft	Schools will consider the student's age, motive, the property's value, whether the act was intentional or happened in the heat of the moment, and whether the property was returned or recovered.				
	Taking or obtaining property of another without permission and/ or knowledge of the owner.				
		Persistently or habitually taking or obtaining property of another without permission and/or knowledge of the owner.			
Threat to Adult /Threat to Student	Threatening language (verbal or written/electronic; implicit or explicit) or physical gestures directed toward a staff member, student, or anyone else. *Behavior Threat Assessment*				
Tobacco/ Controlled Substances/ Inhalants/ Drugs			Unauthorized use, possession, or being under the influence of substances (e.g., prescription or nonprescription medication).		
			Using, possessing, or being under the influence of illegal drugs		
			Using or possessing tobacco in any form (such as JUUL devices, vapes, e-cigarettes, and edibles).	Distributing or selling non-illegal or illegal drugs (including JUUL devices, vapes, e-cigarettes, and edibles)	
Trespassing		Being on school property without permission, including while on suspension or expulsion.			
Violation of School Security Practices			Allowing outside visitors into the school without authorization, accepting deliveries on school grounds, propping open doors, violating school safety protocols.		
Weapons: Firearms		Possessing, using, and/or threatening to use firearm facsimiles, gun-like toys, and/or other similar items such as a water gun.			
			Possessing, using, or threatening to use a non-firearm gun (such as a BB, pellet, cap, or airsoft gun), or a gun-like toy modified to resemble a firearm.		

	Lowest level should be considered first, followed by progressively more intensive consequences, based on severity, age, and repetition of behavior. (Refer to Leveled Responses to Student Conduct Chart)				
Behavior	**LEVEL 1**	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Weapons: Knives and Other	Possessing a knife or other implements that could cause serious bodily harm, without intent to use as a weapon.				
			Possessing a knife or other implements that could cause serious bodily harm, with intent to use as a weapon.		
			Using or threatening to use a knife or other implements as a weapon with intent to cause serious bodily harm.		
Weapons: Explosives			Possessing an incendiary or explosive device, material, or any combination of combustible or explosive substances, other than a firearm, that can cause harm to people or property (e.g., firecrackers, smoke bombs, flares; but NOT "snap pops," which should be treated as a disruption).		
				Detonating or possessing and threatening to detonate an incendiary or explosive device or material, as described above.	
Student Use of Internet Enabled Devices Policy & Regulation 5516 *Excluding use of a device in an emergency or preapproved situation.*	Persistently using or displaying a personal internet enabled device, in defiance of school rules,				
		Using a personal internet enabled device in any way to disseminate photos/videos of misconduct related to students attending the school, school property, student events, staff in any way, or otherwise disrupts the learning and school environment, inclusive of cyberbullying behaviors (see HIB below).			

Harassment, Intimidation, and Bullying (HIB) Chart of Discipline

Board Policy No. 5512 provides the specific processes and responses related to cases of harassment, intimidation, and bullying. It is essential to note student discipline due to a violation of a code of conduct is applied as described above. Investigations into behavior classified as HIB are guided by state regulations.

A. Statement Prohibiting HIB

The district board of education prohibits acts of HIB of a student. The district board of education has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards; HIB, 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 and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect and refusing to tolerate HIB.

B. Definition of Harassment, Intimidation, and Bullying

The district board of education establishes that "HIB" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents, that is:

a. 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
b. by any other distinguishing characteristic; and that
c. takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
d. a reasonable person should know, under the circumstances, that the act(s) 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 person or damage to his property; or
e. has the effect of insulting or demeaning any student or group of students; or
f. creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

The district board of education recognizes that bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance.

All of the protocols and consequences related to HIB cases may be found in the district governance manual.

Such a definition may extend to cases of Cyberbullying, Cyberbullying means bullying that meets the criteria for prohibited conduct in Policy 5512 *and* is transmitted by means of a digital communication device through electronic communication that allows individuals to view or share content.

1. Cyberbullying includes sending, posting, or sharing personal or private information about someone, causing embarrassment or humiliation.
2. Cyberbullying may be subject to disciplinary action when there is a connection back to the school setting, it creates the risk of harm to other students while they are at school, or it interferes with the educational environment, regardless of whether the instructional environment is in person or virtual.

All cases referred for HIB investigation will follow the requirements set forth in the law. All cases where there is a finding for HIB will also include restorative practices to support student co-existence in the school setting.

Due to privacy considerations, no parent or legal guardian will be provided with any information related to any of the other parties involved in an HIB investigation. This is done in accordance with state and federal student privacy laws.

Behavior on School Transportation

Riding on a Springfield Public Schools district vehicle is a privilege not a right. SPS requires that proper conduct be maintained for the health, safety, and welfare of all students. The responsibility for proper conduct on the bus rests with the parents and students. Students who risk the safety of others by their misbehavior may lose the privilege of riding the bus. Bus schedules are coordinated by the supervisor of busing. Families are notified in advance as to which bus to ride and where and when it will be available.

All expectations of the Code of Student Conduct must be observed, including the following rules specific for transportation:

- Arrive at the bus stop at least five minutes prior to pick-up and wait for the bus to come to a complete stop before boarding. Busses will stay at a stop for one minute prior to departing. The bus will not wait longer, nor will it return for a student who missed the designated bus.
- Due to potential overcrowding and insurance concerns, students will not be permitted to ride any bus other than those assigned unless there are extenuating circumstances with explicit permission granted by the Superintendent or their designee.
- Students may ride only on the assigned bus--boarding and departing at the designated stop.
- All students are to sit in assigned seats that are designated by the driver.
- All riders should use seat belts. If a seat belt is broken, the student should notify the driver and request a change in seating.
- All students are to remain seated at all times when the bus is in motion.
- Students in the front seats should not speak to the driver while the bus is in motion

and should not distract the driver.

- Students should not open or close windows and should keep hands and limbs inside the school bus. The driver will assist students for safety reasons in lowering or raising the windows.
- Students may not board the bus unless a driver is seated in the driver's seat.
- Students may not block the aisle with packages and large band instruments. These items should be placed under the seats. If assistance is needed, the driver will give appropriate direction.
- Pushing, horseplay or fighting is prohibited at all times.
- Vulgar language and/or profanity shall not be used.
- Display proper respect toward the driver and passengers at all times. In case of emergency, remain on the bus unless directed to do otherwise by the driver or individual in authority
- If a student is responsible for damage on the bus, s/he will be required to pay for its replacement.
- Students are to remain in their seats upon entering the bus until they are designated to depart the bus by the driver.
- Students riding on district vehicles are subject to random searches or screenings for weapons or other contraband.

Discipline

All discipline problems will be handled by the school principal or his/her designee.

Any violation of the above rules may result in suspension of bus riding privileges up to and including citations for disorderly conduct, harassment, criminal mischief, and/or criminal trespass. If this occurs, the student or his/her parents/guardians will be responsible for transportation to and from school. Even though the bus privileges are lost, the law still requires attendance at school. For further information, consult the School Board Policy Book.

Please note, that district buses are equipped with audio and video recording devices. All students riding a Springfield Public Schools vehicle are subject to audio/video recording of their activities. Said recordings may be used in criminal proceedings and/or disciplinary actions.

Detentions and Suspensions Defined

Extended School Day	ESD	60 minutes of detention after school in a designated area on a specified day to be determined by the administration.

		Personal, Athletic, or Extracurricular schedules are NOT taken into consideration when assigning ESD.
Sunset School	SUN	2 hours and 30 minutes (2:45-5:15) of detention after school in a designated area on a specified day to be determined by the administration. Personal, Athletic, or Extracurricular schedules are NOT taken into consideration when assigning SUN.
Cutting Detention Cutting an assigned detention will result in escalating consequences: ● Cutting ESD = SUN ● Cutting SUN = SAT ● Cutting SAT = ISS ● Cutting ISS = OSS Additional penalties may be assigned for students who repeatedly cut assigned detentions. Legitimate absences from assigned detentions (medical appointments, court dates, etc.) must be supported by documentation for the detention to be rescheduled and not elevated to the next level. The assistant principal should be contacted as soon as possible before such absences.		
In School Suspension	ISS	Temporary exclusion from class and all school-related activities. Those who are suspended from school will stay in an assigned area under supervision. Students are PRECLUDED ON THE DAY(S) OF THE ISS from attending school and all school-related/sponsored activities including but not limited to: athletic competitions (as a fan or participant), the play, academic clubs, prom, field trips, etc.

Out of School Suspension	OSS	The student is PRECLUDED ON THE DAY(S) OF THE OSS from attending school and all school-related/sponsored activities including but not limited to: athletic competitions (as a fan or participant), the play, academic clubs, prom, field trips, etc. Multi-day suspension – the number of days a student is suspended applies to school days only. Additional disciplinary actions may include the following extension of the preclusion from school-related/sponsored activities including but not limited to: athletic competitions (as a fan or participant), the play, academic clubs, prom, field trips, etc. 2nd Suspension - 3 Days from return 3rd Suspension - 5 Days from return
Saturday School	SAT	4 Hours (8 am to 12 pm) Personal, Athletic, or Extracurricular schedules are NOT taken into consideration when assigning SUN.

SPS NonDiscrimination Statement

Springfield Public Schools (SPS) prohibits illegal discrimination based on race, ethnicity, color, ancestry, national origin, nationality, religion, immigration status, sex, gender, gender identity, gender expression, sexual orientation, family structure/ parental status, marital status, age, ability (cognitive, social/emotional, and physical), poverty and socioeconomic status, language, or other legally or constitutionally protected attributes or affiliations. Discrimination undermines our community's long-standing efforts to create, foster, and promote equity, inclusion, and acceptance for all. The Board prohibits the use of language and/or the display of images and symbols that promote hate and can be reasonably expected to cause substantial disruption to school or district operations or activities. For more information, please review Springfield Public Schools Board Policy No. 2260 Affirmative Action This Policy affirms the Board's belief that each and every student matters, and in particular, that educational outcomes should never be predictable by any individual's actual or perceived personal characteristics. The Policy also recognizes that

equity requires proactive steps to identify and redress implicit biases, practices that have an unjustified disparate impact, and structural and institutional barriers that impede equality of educational or employment opportunities.

For inquiries or complaints about discrimination against SPS staff please contact the Human Resources Coordinator.

For staff requests for accommodations under the Americans with Disabilities Act Section Human Resources Coordinator.

For inquiries or complaints about sex discrimination under Title IX, including sexual harassment, against students or staff please contact the Supervisor of Student Services.

Discrimination complaints may be filed with other agencies, such as the following: U.S. Equal Employment Opportunity Commission, New Jersey Division of Civil Rights at https://www.njoag.gov/contact/file-a-complaint/ or U.S. Department of Education, Office for Civil Rights (OCR), The Wanamaker Building, 100 Penn Square East, Suite 515, Philadelphia, PA 19107, 1-800-421-3481, 1-800-877-8339 (TDD), OCR@ed.gov, or www2.ed.gov/ about/offices/list/ocr/complaintintro.html

This notification complies with the federal Elementary and Secondary Education Act, as amended. This document is available online in a format accessible to individuals with disabilities and in a format that may be translated into other languages. If you are unable to access this document in an appropriate format, please contact the Office of the Superintendent.

First Reading: 8.26.24

Second Reading: 9.24.24

Revised: 9.28.26

Second Reading: 10.26.26

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Assets and Resources

Assets:			
101	Cash in bank		$14,341,988.76
102-106	Cash Equivalents		$600.00
108	Impact Aid Reserve (General)		$0.00
109	Impact Aid Reserve (Capital)		$0.00
111	Investments		$0.00
112	Unamortized Premums on Investments		$0.00
113	Unamortized Discounts on Investments		$0.00
114	Interest Receivable on Investments		$0.00
115	Accrued Interest on Investments		$0.00
116	Capital Reserve Account		$12,822,844.72
117	Maintenance Reserve Account		$1,600,000.00
118	Emergency Reserve Account		$250,000.00
121	Tax levy Receivable		$34,128,083.25
	Accounts Receivable:		
132	Interfund	$405,993.52	
141	Intergovernmental - State	$4,540,278.23	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $_____)	$7,082.00	$4,953,353.75
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $_____)	$0.00	$0.00
161	Bond Proceeds Receivable		$0.00
171	Inventories for Consumption		$0.00
172	Inventories for Resale		$0.00
181	Prepaid Expenses		$0.00
191	Deposits		$0.00
192	Deferred Expenditures		$0.00
199, xxx	Other Current Assets		$0.00
Resources:			
301	Estimated Revenues	$50,540,642.00	
302	Less Revenues	($50,760,854.82)	($220,212.82)
Total assets and resources			**$67,876,657.66**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	$76,594.07
402	Interfund Accounts Payable	$0.00
411	Intergovernmental Accounts Payable - State	$0.00
412	Intergovernmental Accounts Payable - Federal	$0.00
413	Intergovernmental Accounts Payable - Other	$0.00
421	Accounts Payable	$822,927.10
422	Judgments Payable	$0.00
431	Contracts Payable	$0.00
451	Loans Payable	$0.00
471	Payroll Deductions and Withholdings	$0.00
481	Deferred Revenues	$0.00
580	Unemployment Trust Fund Liability	$0.00
499, xxx	Other Current Liabilities	$0.00
Total liabilities		**$899,521.17**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Fund Balance:					
	Appropriated:				
753,754	Reserve for Encumbrances			$34,385,551.20	
	Reserved Fund Balance:				
761	Capital Reserve Account - July 1		$12,822,844.72		
604	Add: Increase in Capital Reserve		$0.00		
307	Less: Bud. w/d Cap. Reserve Eligible Costs		$0.00		
309	Less: Bud. w/d Cap. Reserve Excess Costs		$0.00		
317	Less: Bud. w/d cap. Reserve Debt Service		$0.00	$12,822,844.72	
762	Reserve for Adult Education			$0.00	
763	Sale/Leaseback Reserve Account - July 1		$0.00		
605	Add: Increase in Sale/Leaseback Reserve		$0.00		
308	Less: Bud w/d Sale/Leaseback Reserve		$0.00	$0.00	
764	Maintenance Reserve Account - July 1		$1,600,000.00		
606	Add: Increase in Maintenance Reserve		$0.00		
310	Less: Bud. w/d from Maintenance Reserve		$0.00	$1,600,000.00	
765	Tuition Reserve Account - July 1		$0.00		
311	Less: Bud. w/d from Tuition Reserve		$0.00	$0.00	
766	Reserve for Cur. Exp. Emergencies - July 1		$250,000.00		
607	Add: Increase in Cur. Exp. Emer. Reserve		$0.00		
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve		$0.00	$250,000.00	
755	Reserve for Bus Advertising - July 1		$0.00		
610	Add: Increase in Bus Advertising Reserve		$0.00		
315	Less: Bud. w/d from Bus Advertising Reserve		$0.00	$0.00	
756	Federal Impact Aid (General) - July 1		$0.00		
611	Add: Increase in Federal Impact Aid (General)		$0.00		
318	Less: Bud. w/d from Federal Impact Aid (Gen.)		$0.00	$0.00	
757	Federal Impact Aid (Capital) - July 1		$0.00		
612	Add: Increase in Federal Impact Aid (Capital)		$0.00		
319	Less: Bud. w/d from Federal Impact Aid (Cap.)		$0.00	$0.00	
769	Unemployment Fund - July 1		$0.00		
	Add: Increase in Unemployment Fund		$0.00		
678	Less: Bud. w/d from Unemployment Fund		$0.00	$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$58,399,685.32		
602	Less: Expenditures	($11,291,634.18)			
	Less: Encumbrances	($36,314,137.52)	($47,605,771.70)	$10,793,913.62	
	Total appropriated			$59,852,309.54	
	Unappropriated:				
770	Fund balance, July 1			$11,126,697.63	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			($4,001,870.68)	
	Total fund balance				**$66,977,136.49**
	Total liabilities and fund equity				**$67,876,657.66**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$58,399,685.32	$47,605,771.70	$10,793,913.62
Revenues	($50,540,642.00)	($50,760,854.82)	$220,212.82
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Capital Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Emergency Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Tuition Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Change in Federal Impact Aid (Capitall):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$7,859,043.32	($3,155,083.12)	$11,014,126.44
Less: Adjustment for prior year	($3,857,172.64)	($3,857,172.64)	$0.00
Budgeted fund balance	$4,001,870.68	($7,012,255.76)	$11,014,126.44

Prepared and submitted by : _____ 9/30/26
Board Secretary Date

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources		45,791,253	0	45,791,253	45,833,798		(42,545)
00520	SUBTOTAL – Revenues from State Sources		4,738,102	0	4,738,102	4,924,030		(185,928)
00570	SUBTOTAL – Revenues from Federal Sources		11,287	0	11,287	3,027	Under	8,260
		Total	50,540,642	0	50,540,642	50,760,855		(220,213)

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION		12,107,356	150,060	12,257,416	1,310,063	10,451,993	495,360
10300	Total Special Education - Instruction		4,392,460	1,513	4,393,973	449,471	3,692,728	251,774
11160	Total Basic Skills/Remedial – Instruct.		393,453	0	393,453	38,833	353,620	1,000
12160	Total Bilingual Education – Instruction		177,696	0	177,696	17,773	157,148	2,775
17100	Total School-Sponsored Co/Extra Curricul		176,000	0	176,000	1,698	174,302	0
17600	Total School-Sponsored Athletics – Instr		924,997	63,024	988,021	149,724	664,873	173,423
19620	Total Before/After School Programs		40,000	0	40,000	1,232	38,768	0
20620	Total Summer School		35,000	0	35,000	3,180	31,820	0
21620	Total Instructional Alternative Educatio		8,000	0	8,000	0	0	8,000
27100	Total Community Services Programs/Operat		98,000	0	98,000	2,355	95,645	0
29180	Total Undistributed Expenditures - Instr		5,566,492	102,427	5,668,919	835,857	3,827,432	1,005,630
29680	Total Undistributed Expenditures – Atten		22,000	0	22,000	0	21,500	500
30620	Total Undistributed Expenditures – Healt		891,305	3,970	895,275	77,081	780,529	37,666
40580	Total Undistributed Expend – Speech, OT,		1,269,016	(49,204)	1,219,812	86,163	840,477	293,171
41080	Total Undist. Expend. – Other Supp. Serv		774,582	75,000	849,582	33,663	815,919	0
41660	Total Undist. Expend. – Guidance		1,102,455	331	1,102,786	150,290	948,102	4,393
42200	Total Undist. Expend. – Child Study Team		1,118,355	3,929	1,122,284	186,517	878,237	57,530
43200	Total Undist. Expend. – Improvement of I		595,161	0	595,161	103,691	480,860	10,610
43620	Total Undist. Expend. – Edu. Media Serv.		270,234	50,019	320,253	95,363	215,037	9,852
44180	Total Undist. Expend. – Instructional St		236,643	10,204	246,847	91,878	113,000	41,969
45300	Support Serv. - General Admin		757,604	240,506	998,110	196,944	577,377	223,790
46160	Support Serv. - School Admin		1,588,392	2,938	1,591,330	371,124	1,180,496	39,710
47200	Total Undist. Expend. – Central Services		472,221	15,380	487,601	108,611	366,452	12,538
47620	Total Undist. Expend. – Admin. Info. Tec		410,487	385	410,872	103,192	307,040	640
51120	Total Undist. Expend. – Oper. & Maint. O		5,231,028	935,385	6,166,413	1,556,519	3,578,350	1,031,544
52480	Total Undist. Expend. – Student Transpor		2,535,285	16,559	2,551,844	172,950	936,164	1,442,730
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE		10,589,891	4,580	10,594,471	2,477,819	4,550,229	3,566,422
75880	TOTAL EQUIPMENT		200,802	6,152	206,954	45,729	31,265	129,960
76260	Total Facilities Acquisition and Constru		1,958,685	295,428	2,254,113	182,930	118,258	1,952,926
76320	Capital Reserve – Transfer to Capital Pr		2,422,863	0	2,422,863	2,422,863	0	0
84000	Transfer of Funds to Charter Schools		104,636	0	104,636	18,120	86,516	0
		Total	56,471,099	1,928,586	58,399,685	11,291,634	36,314,138	10,793,914

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy	45,504,111	0	45,504,111	45,504,111		0
00140	10-1310	Tuition from Individuals	0	0	0	4,130		(4,130)
00180	10-1350	Tuition from Summer School	15,000	0	15,000	0	Under	15,000
00250	10-14[2-4]0	Transportation Fees from Other LEAs	0	0	0	69,067		(69,067)
00260	10-1910	Rents and Royalties	10,000	0	10,000	6,275	Under	3,725
00300	10-1___	Unrestricted Miscellaneous Revenues	262,142	0	262,142	250,215	Under	11,927
00410	10-3116	School Choice Aid	664,720	0	664,720	664,720		0
00420	10-3121	Categorical Transportation Aid	728,733	0	728,733	728,733		0
00430	10-3131	Extraordinary Aid	200,000	0	200,000	200,000		0
00440	10-3132	Categorical Special Education Aid	2,776,157	0	2,776,157	2,776,157		0
00460	10-3176	Equalization Aid	0	0	0	36,200		(36,200)
00470	10-3177	Categorical Security Aid	368,492	0	368,492	369,236		(744)
00500	10-3___	Other State Aids	0	0	0	148,984		(148,984)
00540	10-4200	Medicaid Reimbursement	11,287	0	11,287	3,027	Under	8,260
		Total	50,540,642	0	50,540,642	50,760,855		(220,213)

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02060	11-105-100-936	Local Contribution – Transfer to Special	102,198	0	102,198	102,198	0	0
02080	11-110-___-101	Kindergarten – Salaries of Teachers	612,879	0	612,879	60,288	552,591	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers	4,089,074	0	4,089,074	380,419	3,698,655	10,000
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers	2,465,580	0	2,465,580	233,649	2,231,931	0
02140	11-140-___-101	Grades 9-12 – Salaries of Teachers	4,056,825	0	4,056,825	371,354	3,685,471	0
02160	11-140-100-101	Salaries of Teachers	15,000	0	15,000	0	15,000	0
02500	11-150-100-101	Salaries of Teachers	20,000	0	20,000	0	20,000	0
02540	11-150-100-320	Purchased Professional – Educational Ser	60,000	0	60,000	10,444	48,433	1,124
03020	11-190-1__-320	Purchased Professional – Educational Ser	8,000	0	8,000	0	0	8,000
03060	11-190-1__-[4-5]	Other Purchased Services (400-500 series	121,392	11,470	132,862	29,416	71,240	32,206
03080	11-190-1__-610	General Supplies	555,573	138,205	693,778	122,295	128,288	443,195
03120	11-190-1__-8__	Other Objects	835	385	1,220	0	385	835
04500	11-204-100-101	Salaries of Teachers	368,403	11,712	380,115	60,652	319,463	0
04520	11-204-100-106	Other Salaries for Instruction	301,619	933	302,552	42,242	259,310	1,000
04600	11-204-100-610	General Supplies	11,000	605	11,605	630	54	10,921
07000	11-213-100-101	Salaries of Teachers	2,199,696	0	2,199,696	202,694	1,997,002	0
07020	11-213-100-106	Other Salaries for Instruction	180,217	0	180,217	0	117,616	62,601
07100	11-213-100-610	General Supplies	7,900	201	8,101	434	1,615	6,052
07500	11-214-100-101	Salaries of Teachers	458,800	(11,712)	447,088	43,027	404,061	0
07520	11-214-100-106	Other Salaries for Instruction	436,955	(933)	436,022	36,777	319,705	79,540
07540	11-214-100-320	Purchased Professional-Educational Servi	50,000	0	50,000	0	0	50,000
07600	11-214-100-610	General Supplies	21,500	828	22,328	889	268	21,171
08060	11-215-100-340	Purchased Technical Services	8,800	0	8,800	3,885	0	4,915
08500	11-216-100-101	Salaries of Teachers	172,819	0	172,819	22,033	150,786	0
08520	11-216-100-106	Other Salaries for Instruction	140,351	0	140,351	19,500	120,851	0

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
08540	11-216-100-320	Purchased Professional-Educational Servi	27,400	0	27,400	16,558	917	9,926
08600	11-216-100-6__	General Supplies	6,000	149	6,149	149	351	5,649
10100	11-222-100-610	General Supplies	1,000	(271)	729	0	729	0
11000	11-230-100-101	Salaries of Teachers	392,453	0	392,453	38,833	353,620	0
11100	11-230-100-610	General Supplies	1,000	0	1,000	0	0	1,000
12000	11-240-100-101	Salaries of Teachers	174,609	0	174,609	17,461	157,148	0
12100	11-240-100-610	General Supplies	3,087	0	3,087	312	0	2,775
17000	11-401-100-1__	Salaries	176,000	0	176,000	1,698	174,302	0
17500	11-402-100-1__	Salaries	694,737	0	694,737	89,066	594,671	11,000
17520	11-402-100-[3-5]	Purchased Services (300-500 series)	93,660	3,000	96,660	21,419	14,076	61,165
17540	11-402-100-6__	Supplies and Materials	96,600	54,544	151,144	30,849	33,371	86,924
17560	11-402-100-8__	Other Objects	40,000	5,480	45,480	8,391	22,755	14,334
19000	11-421-100-101	Salaries of Teachers	40,000	0	40,000	1,232	38,768	0
20500	11-422-200-1__	Salaries	35,000	0	35,000	3,180	31,820	0
21120	11-423-100-610	General Supplies	8,000	0	8,000	0	0	8,000
27000	11-800-330-1__	Salaries	98,000	0	98,000	2,355	95,645	0
29020	11-000-100-562	Tuition to Other LEAs within the State -	699,500	86,000	785,500	77,332	703,039	5,129
29040	11-000-100-563	Tuition to County Voc. School District-R	694,350	25,102	719,452	2,912	716,540	0
29060	11-000-100-564	Tuition to County Voc. School District-S	24,000	0	24,000	0	12,000	12,000
29100	11-000-100-566	Tuition to Priv. School for the Disabled	4,037,917	(32,675)	4,005,242	748,476	2,304,332	952,434
29120	11-000-100-567	Tuition to Priv. Sch. Disabled & Other L	105,997	24,000	129,997	6,664	91,522	31,811
29140	11-000-100-568	Tuition – State Facilities	4,728	0	4,728	473	0	4,255
29500	11-000-211-1__	Salaries	20,000	0	20,000	0	20,000	0
29620	11-000-211-[4-5]	Other Purchased Services (400-500-series	2,000	0	2,000	0	1,500	500
30500	11-000-213-1__	Salaries	383,305	(4,400)	378,905	41,453	337,452	0
30540	11-000-213-3__	Purchased Professional and Technical Ser	491,800	5,400	497,200	31,245	435,455	30,500
30580	11-000-213-6__	Supplies and Materials	16,200	2,970	19,170	4,383	7,621	7,166
40500	11-000-216-1__	Salaries	713,516	0	713,516	77,792	635,724	0
40520	11-000-216-320	Purchased Professional – Educational Ser	550,000	(49,819)	500,181	7,651	202,849	289,681
40540	11-000-216-6__	Supplies and Materials	5,500	614	6,114	720	1,905	3,490
41000	11-000-217-1__	Salaries	774,582	0	774,582	33,663	740,919	0
41020	11-000-217-320	Purchased Professional – Educational Ser	0	75,000	75,000	0	75,000	0
41500	11-000-218-104	Salaries of Other Professional Staff	1,002,850	0	1,002,850	135,728	867,122	0
41520	11-000-218-105	Salaries of Secretarial and Clerical Ass	94,575	0	94,575	14,440	80,135	0
41600	11-000-218-[4-5]	Other Purchased Services (400-500 series	330	0	330	0	0	330
41620	11-000-218-6__	Supplies and Materials	4,700	331	5,031	123	845	4,063
42000	11-000-219-104	Salaries of Other Professional Staff	908,705	0	908,705	147,056	761,649	0
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass	87,950	0	87,950	16,438	71,512	0
42060	11-000-219-320	Purchased Professional – Educational Ser	65,000	1,714	66,714	930	36,571	29,214
42080	11-000-219-390	Other Purchased Professional & Technical	27,000	0	27,000	19,049	0	7,952
42100	11-000-219-[4-5]	Other Purchased Services (400-500 series	700	0	700	0	0	700

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
42160	11-000-219-6__	Supplies and Materials	15,000	2,216	17,216	2,115	8,256	6,844
42180	11-000-219-8__	Other Objects	14,000	0	14,000	930	249	12,821
43000	11-000-221-102	Salaries of Supervisor of Instruction	203,581	0	203,581	43,770	159,811	0
43020	11-000-221-104	Salaries of Other Professional Staff	307,916	0	307,916	32,566	275,350	0
43040	11-000-221-105	Salaries of Secretarial & Clerical Assis	53,070	0	53,070	7,371	45,699	0
43140	11-000-221-[4-5]	Other Purch. Services (400-500 series)	30,594	0	30,594	19,984	0	10,610
43500	11-000-222-1__	Salaries	116,147	0	116,147	10,106	106,041	0
43520	11-000-222-177	Salaries of Technology Coordinators	46,485	0	46,485	11,621	34,864	0
43580	11-000-222-6__	Supplies and Materials	107,602	50,019	157,621	73,635	74,133	9,852
44040	11-000-223-105	Salaries of Secretarial & Clerical Assis	133,643	0	133,643	33,411	100,232	0
44080	11-000-223-320	Purchased Professional – Educational Ser	31,000	(145)	30,855	0	0	30,855
44120	11-000-223-[4-5]	Other Purch. Services (400-500 series)	62,000	145	62,145	56,773	1,700	3,672
44140	11-000-223-6__	Supplies and Materials	9,000	10,204	19,204	1,695	10,243	7,267
44160	11-000-223-8__	Other Objects	1,000	0	1,000	0	825	175
45000	11-000-230-1__	Salaries	311,514	0	311,514	78,111	233,403	0
45040	11-000-230-331	Legal Services	115,000	0	115,000	25,723	87,411	1,866
45060	11-000-230-332	Audit Fees	35,000	35,000	70,000	0	35,000	35,000
45080	11-000-230-334	Architectural/Engineering Services	45,000	202,342	247,342	4,700	197,642	45,000
45100	11-000-230-339	Other Purchased Professional Services	30,000	0	30,000	0	5,100	24,900
45120	11-000-230-340	Purchased Technical Services	22,200	0	22,200	14,736	1,702	5,762
45140	11-000-230-530	Communications/Telephone	80,200	498	80,698	3,101	8,067	69,530
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T	74,190	555	74,745	47,419	6,398	20,928
45200	11-000-230-610	General Supplies	24,500	2,112	26,612	3,783	2,654	20,174
45280	11-000-230-895	BOE Membership Dues and Fees	20,000	0	20,000	19,370	0	630
46000	11-000-240-103	Salaries of Principals/Assistant Princip	1,142,895	0	1,142,895	278,124	863,971	800
46040	11-000-240-105	Salaries of Secretarial and Clerical Ass	380,505	0	380,505	72,559	307,946	0
46100	11-000-240-[4-5]	Other Purchased Services (400-500 series	12,550	0	12,550	139	2,942	9,469
46120	11-000-240-6__	Supplies and Materials	45,642	2,938	48,580	17,252	5,064	26,265
46140	11-000-240-8__	Other Objects	6,800	0	6,800	3,049	574	3,177
47000	11-000-251-1__	Salaries	450,721	0	450,721	102,416	348,305	0
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O	3,500	0	3,500	0	75	3,425
47100	11-000-251-6__	Supplies and Materials	13,000	15,380	28,380	2,272	17,622	8,485
47180	11-000-251-890	Other Objects	5,000	0	5,000	3,922	450	628
47500	11-000-252-1__	Salaries	409,487	0	409,487	102,447	307,040	0
47560	11-000-252-[4-5]	Other Purchased Services (400-500 series	1,000	385	1,385	745	0	640
48500	11-000-261-1__	Salaries	364,781	0	364,781	90,296	264,485	10,000
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servic	1,018,830	907,148	1,925,978	334,765	889,877	701,337
48540	11-000-261-610	General Supplies	85,000	1,121	86,121	21,416	8,959	55,746
49000	11-000-262-1__	Salaries	1,326,085	0	1,326,085	314,675	1,011,410	0
49020	11-000-262-107	Salaries of Non-Instructional Aides	65,000	0	65,000	2,230	62,770	0
49040	11-000-262-3__	Purchased Professional and Technical Ser	30,000	13,333	43,333	0	13,333	30,000

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.	456,318	125	456,443	149,700	245,958	60,785
49100	11-000-262-444	Lease Purchase Pymts – Energy Savings Im	159,209	0	159,209	0	159,208	1
49120	11-000-262-490	Other Purchased Property Services	55,000	0	55,000	9,624	45,376	0
49140	11-000-262-520	Insurance	502,183	0	502,183	487,802	0	14,381
49180	11-000-262-610	General Supplies	133,000	2,033	135,033	15,267	8,328	111,438
49200	11-000-262-621	Energy (Natural Gas)	405,000	0	405,000	3,912	401,088	0
49220	11-000-262-622	Energy (Electricity)	450,000	0	450,000	79,012	370,988	0
49260	11-000-262-626	Energy (Gasoline)	20,000	0	20,000	1,893	1,437	16,670
49280	11-000-262-8__	Other Objects	9,000	0	9,000	1,470	930	6,600
50000	11-000-263-1__	Salaries	123,122	0	123,122	29,530	93,592	0
50020	11-000-263-3__	Purchased Professional and Technical Ser	3,500	11,360	14,860	14,860	0	0
50060	11-000-263-610	General Supplies	20,000	264	20,264	65	612	19,588
51020	11-000-266-3__	Purchased Professional and Technical Ser	5,000	0	5,000	0	0	5,000
52000	11-000-270-107	Salaries of Non-Instructional Aides	154,154	0	154,154	20,152	134,002	0
52020	11-000-270-160	Sal. For Pupil Trans (Bet Home & Sch) –	83,916	0	83,916	3,944	79,972	0
52040	11-000-270-161	Sal. For Pupil Trans (Bet Home & Sch) –	330,534	0	330,534	59,053	271,481	0
52060	11-000-270-162	Sal. For Pupil Trans (Other than Bet. Ho	80,000	0	80,000	674	79,327	0
52140	11-000-270-420	Cleaning, Repair, & Maint. Services	110,000	0	110,000	10,710	13,539	85,751
52200	11-000-270-503	Contract Serv.–Aid in Lieu Pymts–Non-Pub	350,000	0	350,000	0	0	350,000
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	75,000	787	75,787	787	1,025	73,975
52320	11-000-270-514	Contract Serv. (Sp Ed Stds) - Vendors	50,000	14,982	64,982	14,982	15,281	34,719
52340	11-000-270-515	Contract Serv. (Sp Ed Stds) – Joint Agre	500,000	0	500,000	0	56,641	443,359
52380	11-000-270-518	Contract Serv. (Spl. Ed. Students) – ESC	700,000	(1,430)	698,570	27,794	272,206	398,570
52400	11-000-270-593	Misc. Purchased Services - Transportatio	26,181	1,430	27,611	27,611	0	0
52420	11-000-270-610	General Supplies	70,000	775	70,775	4,692	12,690	53,393
52460	11-000-270-8__	Other objects	5,500	15	5,515	2,552	0	2,964
71020	11-000-291-220	Social Security Contributions	580,000	0	580,000	100,230	428,692	51,079
71060	11-000-291-241	Other Retirement Contributions - PERS	680,000	0	680,000	0	0	680,000
71120	11-000-291-249	Other Retirement Contributions - Regular	49,486	0	49,486	0	29,800	19,686
71140	11-000-291-250	Unemployment Compensation	103,500	0	103,500	0	88,000	15,500
71160	11-000-291-260	Workmen's Compensation	225,206	0	225,206	0	202,853	22,353
71180	11-000-291-270	Health Benefits	8,529,856	0	8,529,856	2,306,838	3,498,556	2,724,461
71200	11-000-291-280	Tuition Reimbursement	48,500	0	48,500	0	0	48,500
71220	11-000-291-290	Other Employee Benefits	373,343	4,580	377,923	70,751	302,329	4,843
73040	12-120-100-73_	Grades 1-5	56,190	0	56,190	39,515	0	16,675
73080	12-140-100-73_	Grades 9-12	41,612	0	41,612	0	17,800	23,812
75080	12-4__-100-73_	School-Sponsored and Other Instructional	0	13,527	13,527	6,214	7,313	0
75700	12-000-261-73_	Undist. Expend. –Required Maint. For Sch	103,000	(13,527)	89,473	0	0	89,473
75720	12-000-262-73_	Undist. Expend. – Custodial Services	0	6,152	6,152	0	6,152	0
76040	12-000-400-334	Architectural/Engineering Services	186,195	22,774	208,969	16,126	6,649	186,195
76060	12-000-400-390	Other Purchased Prof. and Tech. Services	42,895	0	42,895	0	0	42,895

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
76080	12-000-400-450	Construction Services	1,672,000	272,654	1,944,654	161,045	111,609	1,672,000
76210	12-000-400-896	Assessment for Debt Service on SDA Fundi	57,595	0	57,595	5,760	0	51,836
76320	12-000-400-931	Capital Reserve -- Transfer to Capital Pr	2,422,863	0	2,422,863	2,422,863	0	0
84000	10-000-100-56_	Transfer of Funds to Charter Schools	104,636	0	104,636	18,120	86,516	0
		Total	56,471,099	1,928,586	58,399,685	11,291,634	36,314,138	10,793,914

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 20 SPECIAL REVENUE

Assets and Resources

Assets:			
101	Cash in bank		($66,657.08)
102-106	Cash Equivalents		$0.00
108	Impact Aid Reserve (General)		$0.00
109	Impact Aid Reserve (Capital)		$0.00
111	Investments		$0.00
112	Unamortized Premums on Investments		$0.00
113	Unamortized Discounts on Investments		$0.00
114	Interest Receivable on Investments		$0.00
115	Accrued Interest on Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$76,593.07	
141	Intergovernmental - State	$2,762,494.70	
142	Intergovernmental - Federal	$509,230.28	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $_____)	$0.00	$3,348,318.05
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $_____)	$0.00	$0.00
161	Bond Proceeds Receivable		$0.00
171	Inventories for Consumption		$0.00
172	Inventories for Resale		$0.00
181	Prepaid Expenses		$0.00
191	Deposits		$0.00
192	Deferred Expenditures		$0.00
199, xxx	Other Current Assets		$0.00
Resources:			
301	Estimated Revenues	$3,331,949.00	
302	Less Revenues	($3,650,243.40)	($318,294.40)
Total assets and resources			**$2,963,366.57**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 20 SPECIAL REVENUE

Liabilities and Fund Equity

Liabilities:		
101	Cash Overdraft	($66,657.08)
401	Interfund Loans Payable	$0.00
402	Interfund Accounts Payable	$0.00
411	Intergovernmental Accounts Payable - State	$0.00
412	Intergovernmental Accounts Payable - Federal	$0.00
413	Intergovernmental Accounts Payable - Other	$0.00
421	Accounts Payable	$84,843.72
422	Judgments Payable	$0.00
431	Contracts Payable	$0.00
451	Loans Payable	$0.00
471	Payroll Deductions and Withholdings	$0.00
481	Deferred Revenues	$107,761.36
580	Unemployment Trust Fund Liability	$0.00
499, xxx	Other Current Liabilities	$0.00
Total liabilities		**$192,605.08**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 20 SPECIAL REVENUE

Fund Balance:					
	Appropriated:				
753,754	Reserve for Encumbrances			$2,803,086.29	
	Reserved Fund Balance:				
761	Capital Reserve Account - July 1		$0.00		
604	Add: Increase in Capital Reserve		$0.00		
307	Less: Bud. w/d Cap. Reserve Eligible Costs		$0.00		
309	Less: Bud. w/d Cap. Reserve Excess Costs		$0.00		
317	Less: Bud. w/d cap. Reserve Debt Service		$0.00	$0.00	
762	Reserve for Adult Education			$0.00	
763	Sale/Leaseback Reserve Account - July 1		$0.00		
605	Add: Increase in Sale/Leaseback Reserve		$0.00		
308	Less: Bud w/d Sale/Leaseback Reserve		$0.00	$0.00	
764	Maintenance Reserve Account - July 1		$0.00		
606	Add: Increase in Maintenance Reserve		$0.00		
310	Less: Bud. w/d from Maintenance Reserve		$0.00	$0.00	
765	Tuition Reserve Account - July 1		$0.00		
311	Less: Bud. w/d from Tuition Reserve		$0.00	$0.00	
766	Reserve for Cur. Exp. Emergencies - July 1		$0.00		
607	Add: Increase in Cur. Exp. Emer. Reserve		$0.00		
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve		$0.00	$0.00	
755	Reserve for Bus Advertising - July 1		$0.00		
610	Add: Increase in Bus Advertising Reserve		$0.00		
315	Less: Bud. w/d from Bus Advertising Reserve		$0.00	$0.00	
756	Federal Impact Aid (General) - July 1		$0.00		
611	Add: Increase in Federal Impact Aid (General)		$0.00		
318	Less: Bud. w/d from Federal Impact Aid (Gen.)		$0.00	$0.00	
757	Federal Impact Aid (Capital) - July 1		$0.00		
612	Add: Increase in Federal Impact Aid (Capital)		$0.00		
319	Less: Bud. w/d from Federal Impact Aid (Cap.)		$0.00	$0.00	
769	Unemployment Fund - July 1		$0.00		
	Add: Increase in Unemployment Fund		$0.00		
678	Less: Bud. w/d from Unemployment Fund		$0.00	$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$3,733,483.50		
602	Less: Expenditures	($591,520.37)			
	Less: Encumbrances	($2,833,419.15)	($3,424,939.52)	$308,543.98	
	Total appropriated			$3,111,630.27	
	Unappropriated:				
770	Fund balance, July 1			$0.00	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			($340,868.78)	
	Total fund balance				**$2,770,761.49**
	Total liabilities and fund equity				**$2,963,366.57**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 20 SPECIAL REVENUE

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$3,733,483.50	$3,424,939.52	$308,543.98
Revenues	($3,331,949.00)	($3,650,243.40)	$318,294.40
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Capital Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Emergency Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Tuition Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Change in Federal Impact Aid (Capitall):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$401,534.50	($225,303.88)	$626,838.38
Less: Adjustment for prior year	($60,665.72)	($60,665.72)	$0.00
Budgeted fund balance	$340,868.78	($285,969.60)	$626,838.38

Prepared and submitted by : _____ 9/25/26
Board Secretary Date

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 20 SPECIAL REVENUE

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00745	Total Revenues from Local Sources		50,000	0	50,000	500	Under	49,500
00770	Total Revenues from State Sources		2,778,344	0	2,778,344	3,040,179		(261,835)
00830	Total Revenues from Federal Sources		498,653	4,952	503,605	507,366		(3,761)
0083A	Other		0	0	0	102,198		(102,198)
		Total	3,326,997	4,952	3,331,949	3,650,243		(318,294)

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
85120	Total Instruction		1,385,989	23,009	1,408,998	177,685	1,216,078	15,235
86380	Total Support Services		1,494,553	7,324	1,501,877	226,342	1,192,332	83,203
88000	Nonpublic Textbooks		0	833	833	0	0	833
88060	Nonpublic Nursing Services		0	2,184	2,184	0	0	2,184
88080	Nonpublic Technology Initiative		0	588	588	0	0	588
88090	Nonpublic Security Aid Program		0	3,255	3,255	0	0	3,255
88140	Other		0	4,838	4,838	0	0	4,838
88740	Total Federal Projects		498,653	312,258	810,911	187,493	425,009	198,408
		Total	3,379,195	354,289	3,733,483	591,520	2,833,419	308,544

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 20 SPECIAL REVENUE

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00737	20-1760	Student Activity Fund Revenue	50,000	0	50,000	0	Under	50,000
00740	20-1___	Other Revenue from Local Sources	0	0	0	500		(500)
00755	20-3218	Preschool Education Aid – Prior Year Car	70,097	0	70,097	70,097		0
00761	20-3257	SDA Emergent Needs & Capital Maint.	2,708,247	0	2,708,247	2,963,222		(254,975)
00765	20-32__	Other Restricted Entitlements	0	0	0	6,860		(6,860)
00775	20-441[1-6]	Title I	71,881	0	71,881	73,520		(1,639)
00780	20-445[1-5]	Title II	30,483	0	30,483	31,238		(755)
00785	20-449[1-4]	Title III	9,608	0	9,608	12,702		(3,094)
00790	20-447[1-4]	Title IV	7,500	0	7,500	7,902		(402)
00805	20-442[0-9]	I.D.E.A. Part B (Handicapped)	379,181	0	379,181	381,636		(2,455)
00825	20-4___	Other	0	4,952	4,952	368	Under	4,584
00836	20-5200	Transfers from Operating Budget – Presch	0	0	0	102,198		(102,198)
		Total	3,326,997	4,952	3,331,949	3,650,243		(318,294)

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
85000	20-218-100-101	Salaries of Teachers	1,030,001	0	1,030,001	98,499	931,502	0
85020	20-218-100-106	Other Salaries for Instruction	299,330	0	299,330	27,840	271,490	0
85080	20-218-100-6__	General Supplies	56,658	23,009	79,667	51,346	13,086	15,235
86000	20-218-200-102	Salaries of Supervisors of Instruction	124,732	0	124,732	33,017	91,715	0
86020	20-218-200-103	Salaries of Program Directors	97,400	0	97,400	23,430	73,970	0
86040	20-218-200-104	Salaries of Other Professional Staff	41,699	0	41,699	4,170	37,529	0
86060	20-218-200-105	Salaries of Secr. And Clerical Assistant	44,250	0	44,250	6,327	37,923	0
86080	20-218-200-110	Other Salaries	95,045	0	95,045	19,864	75,181	0
86100	20-218-200-173	Salaries of Community Parent Involvement	33,000	0	33,000	3,867	29,133	0
86120	20-218-200-176	Salaries of Master Teachers	227,781	0	227,781	23,825	203,956	0
86140	20-218-200-200	Personnel Services – Employee Benefits	784,536	0	784,536	105,260	639,209	40,067
86200	20-218-200-329	Purchased Professional – Educational Ser	10,000	0	10,000	0	0	10,000
86220	20-218-200-330	Other Purchased Professional Services	8,000	0	8,000	2,452	0	5,548
86240	20-218-200-420	Cleaning, Repair & Maintenance Services	4,000	0	4,000	0	0	4,000
86280	20-218-200-511	Contr. Trans. Serv. (Bet. Home & Sch)	11,960	0	11,960	0	0	11,960
86300	20-218-200-516	Contr. Trans. Serv. (Field Trips)	4,000	0	4,000	0	0	4,000
86320	20-218-200-580	Travel	4,150	0	4,150	0	0	4,150
86340	20-218-200-6__	Supplies and Materials	4,000	7,324	11,324	4,129	3,717	3,478
88000	20-501-___-___	Nonpublic Textbooks	0	833	833	0	0	833
88060	20-509-___-___	Nonpublic Nursing Services	0	2,184	2,184	0	0	2,184
88080	20-510-___-___	Nonpublic Technology Initiative	0	588	588	0	0	588
88090	20-511-___-___	Nonpublic Security Aid Program	0	3,255	3,255	0	0	3,255
88140	20-___-___-___	Other	0	4,838	4,838	0	0	4,838
88500	20-___-___-___	Title I	71,881	104,288	176,169	60,538	5,770	109,861
88520	20-___-___-___	Title II	30,483	(22,778)	7,705	1,910	1,539	4,256
88540	20-___-___-___	Title III	9,608	24,737	34,345	5,353	0	28,992
88560	20-___-___-___	Title IV	7,500	3,948	11,448	4,173	0	7,275

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 20 SPECIAL REVENUE

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
88620 20-___-___-___ I.D.E.A. Part B (Handicapped)		379,181	201,449	580,630	115,519	417,700	47,411
88700 20-___-___-___ Other		0	614	614	0	0	614
	Total	3,379,195	354,289	3,733,483	591,520	2,833,419	308,544

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 30 CAPITAL PROJECTS FUNDS

Assets and Resources

Assets:			
101	Cash in bank		$1,003,326.24
102-106	Cash Equivalents		$7,889,609.07
108	Impact Aid Reserve (General)		$0.00
109	Impact Aid Reserve (Capital)		$0.00
111	Investments		$0.00
112	Unamortized Premums on Investments		$0.00
113	Unamortized Discounts on Investments		$0.00
114	Interest Receivable on Investments		$1,833,746.42
115	Accrued Interest on Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$806,990.80	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $_____)	$0.00	$806,990.80
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $_____)	$0.00	$0.00
161	Bond Proceeds Receivable		$0.00
171	Inventories for Consumption		$0.00
172	Inventories for Resale		$0.00
181	Prepaid Expenses		$0.00
191	Deposits		$0.00
192	Deferred Expenditures		$0.00
199, xxx	Other Current Assets		$0.00
Resources:			
301	Estimated Revenues	$0.00	
302	Less Revenues	($2,533,192.55)	($2,533,192.55)
Total assets and resources			**$9,000,479.98**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 30 CAPITAL PROJECTS FUNDS

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	$0.00
402	Interfund Accounts Payable	$411,187.05
411	Intergovernmental Accounts Payable - State	$0.00
412	Intergovernmental Accounts Payable - Federal	$0.00
413	Intergovernmental Accounts Payable - Other	$0.00
421	Accounts Payable	$143,445.73
422	Judgments Payable	$0.00
431	Contracts Payable	$0.00
451	Loans Payable	$0.00
471	Payroll Deductions and Withholdings	$0.00
481	Deferred Revenues	$0.00
580	Unemployment Trust Fund Liability	$0.00
499, xxx	Other Current Liabilities	$0.00
Total liabilities		**$554,632.78**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 30 CAPITAL PROJECTS FUNDS

Fund Balance:					
	Appropriated:				
753,754	Reserve for Encumbrances			($1,524,880.94)	
	Reserved Fund Balance:				
761	Capital Reserve Account - July 1		$0.00		
604	Add: Increase in Capital Reserve		$0.00		
307	Less: Bud. w/d Cap. Reserve Eligible Costs		$0.00		
309	Less: Bud. w/d Cap. Reserve Excess Costs		$0.00		
317	Less: Bud. w/d cap. Reserve Debt Service		$0.00	$0.00	
762	Reserve for Adult Education			$0.00	
763	Sale/Leaseback Reserve Account - July 1		$0.00		
605	Add: Increase in Sale/Leaseback Reserve		$0.00		
308	Less: Bud w/d Sale/Leaseback Reserve		$0.00	$0.00	
764	Maintenance Reserve Account - July 1		$0.00		
606	Add: Increase in Maintenance Reserve		$0.00		
310	Less: Bud. w/d from Maintenance Reserve		$0.00	$0.00	
765	Tuition Reserve Account - July 1		$0.00		
311	Less: Bud. w/d from Tuition Reserve		$0.00	$0.00	
766	Reserve for Cur. Exp. Emergencies - July 1		$0.00		
607	Add: Increase in Cur. Exp. Emer. Reserve		$0.00		
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve		$0.00	$0.00	
755	Reserve for Bus Advertising - July 1		$0.00		
610	Add: Increase in Bus Advertising Reserve		$0.00		
315	Less: Bud. w/d from Bus Advertising Reserve		$0.00	$0.00	
756	Federal Impact Aid (General) - July 1		$0.00		
611	Add: Increase in Federal Impact Aid (General)		$0.00		
318	Less: Bud. w/d from Federal Impact Aid (Gen.)		$0.00	$0.00	
757	Federal Impact Aid (Capital) - July 1		$0.00		
612	Add: Increase in Federal Impact Aid (Capital)		$0.00		
319	Less: Bud. w/d from Federal Impact Aid (Cap.)		$0.00	$0.00	
769	Unemployment Fund - July 1		$0.00		
	Add: Increase in Unemployment Fund		$0.00		
678	Less: Bud. w/d from Unemployment Fund		$0.00	$0.00	
750-752,76x	Other reserves			$1,312,244.07	
601	Appropriations		$13,721,133.96		
602	Less: Expenditures	($4,046,962.93)			
	Less: Encumbrances	($5,490,793.97)	($9,537,756.90)	$4,183,377.06	
	Total appropriated			$3,970,740.19	
	Unappropriated:				
770	Fund balance, July 1			$4,164,891.15	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			$310,215.86	
	Total fund balance				**$8,445,847.20**
	Total liabilities and fund equity				**$9,000,479.98**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 30 CAPITAL PROJECTS FUNDS

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$13,721,133.96	$9,537,756.90	$4,183,377.06
Revenues	$0.00	($2,533,192.55)	$2,533,192.55
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Capital Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Emergency Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Tuition Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Change in Federal Impact Aid (Capitall):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$13,721,133.96	$7,004,564.35	$6,716,569.61
Less: Adjustment for prior year	($14,031,349.82)	($14,031,349.82)	$0.00
Budgeted fund balance	($310,215.86)	($7,026,785.47)	$6,716,569.61

Prepared and submitted by : _____ 9/30/26
Board Secretary Date

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 30 CAPITAL PROJECTS FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
0098A	Other		0	0	0	2,422,863		(2,422,863)
		Total	0	0	0	2,422,863		(2,422,863)

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89200	TOTAL CAPITAL PROJECT FUNDS		0	13,721,134	13,721,134	4,046,963	5,490,794	4,183,377
		Total	0	13,721,134	13,721,134	4,046,963	5,490,794	4,183,377

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 30 CAPITAL PROJECTS FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00970	30-5200	Transfers from Other Funds	0	0	0	2,422,863		(2,422,863)
		Total	0	0	0	2,422,863		(2,422,863)

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89000	30-___-___-73_	Capital Project Equipment	0	5,205	5,205	992	4,213	0
89020	30-000-4__-1__	Salaries	0	23,843	23,843	20,884	2,959	0
89060	30-000-4__-39_	Other Purchased Prof. and Tech Services	0	3,742,456	3,742,456	82,744	76,489	3,583,223
89080	30-000-4__-45_	Construction Services	0	9,949,629	9,949,629	3,942,343	5,407,133	600,154
		Total	0	13,721,134	13,721,134	4,046,963	5,490,794	4,183,377

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 40 DEBT SERVICE FUNDS

Assets and Resources

Assets:			
101	Cash in bank		$374,084.74
102-106	Cash Equivalents		$0.00
108	Impact Aid Reserve (General)		$0.00
109	Impact Aid Reserve (Capital)		$0.00
111	Investments		$0.00
112	Unamortized Premums on Investments		$0.00
113	Unamortized Discounts on Investments		$0.00
114	Interest Receivable on Investments		$0.00
115	Accrued Interest on Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$0.00	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $_____)	$0.00	$0.00
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $_____)	$0.00	$0.00
161	Bond Proceeds Receivable		$0.00
171	Inventories for Consumption		$0.00
172	Inventories for Resale		$0.00
181	Prepaid Expenses		$0.00
191	Deposits		$0.00
192	Deferred Expenditures		$0.00
199, xxx	Other Current Assets		$0.00
Resources:			
301	Estimated Revenues	$2,259,731.00	
302	Less Revenues	($374,082.51)	$1,885,648.49
Total assets and resources			**$2,259,733.23**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 40 DEBT SERVICE FUNDS

Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	$0.00
402	Interfund Accounts Payable	$0.00
411	Intergovernmental Accounts Payable - State	$0.00
412	Intergovernmental Accounts Payable - Federal	$0.00
413	Intergovernmental Accounts Payable - Other	$0.00
421	Accounts Payable	$0.00
422	Judgments Payable	$0.00
431	Contracts Payable	$0.00
451	Loans Payable	$0.00
471	Payroll Deductions and Withholdings	$0.00
481	Deferred Revenues	$0.00
580	Unemployment Trust Fund Liability	$0.00
499, xxx	Other Current Liabilities	$0.00
Total liabilities		**$0.00**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 40 DEBT SERVICE FUNDS

Fund Balance:					
	Appropriated:				
753,754	Reserve for Encumbrances			$2,259,731.26	
	Reserved Fund Balance:				
761	Capital Reserve Account - July 1		$0.00		
604	Add: Increase in Capital Reserve		$0.00		
307	Less: Bud. w/d Cap. Reserve Eligible Costs		$0.00		
309	Less: Bud. w/d Cap. Reserve Excess Costs		$0.00		
317	Less: Bud. w/d cap. Reserve Debt Service		$0.00	$0.00	
762	Reserve for Adult Education			$0.00	
763	Sale/Leaseback Reserve Account - July 1		$0.00		
605	Add: Increase in Sale/Leaseback Reserve		$0.00		
308	Less: Bud w/d Sale/Leaseback Reserve		$0.00	$0.00	
764	Maintenance Reserve Account - July 1		$0.00		
606	Add: Increase in Maintenance Reserve		$0.00		
310	Less: Bud. w/d from Maintenance Reserve		$0.00	$0.00	
765	Tuition Reserve Account - July 1		$0.00		
311	Less: Bud. w/d from Tuition Reserve		$0.00	$0.00	
766	Reserve for Cur. Exp. Emergencies - July 1		$0.00		
607	Add: Increase in Cur. Exp. Emer. Reserve		$0.00		
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve		$0.00	$0.00	
755	Reserve for Bus Advertising - July 1		$0.00		
610	Add: Increase in Bus Advertising Reserve		$0.00		
315	Less: Bud. w/d from Bus Advertising Reserve		$0.00	$0.00	
756	Federal Impact Aid (General) - July 1		$0.00		
611	Add: Increase in Federal Impact Aid (General)		$0.00		
318	Less: Bud. w/d from Federal Impact Aid (Gen.)		$0.00	$0.00	
757	Federal Impact Aid (Capital) - July 1		$0.00		
612	Add: Increase in Federal Impact Aid (Capital)		$0.00		
319	Less: Bud. w/d from Federal Impact Aid (Cap.)		$0.00	$0.00	
769	Unemployment Fund - July 1		$0.00		
	Add: Increase in Unemployment Fund		$0.00		
678	Less: Bud. w/d from Unemployment Fund		$0.00	$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$2,259,731.74		
602	Less: Expenditures	$0.00			
	Less: Encumbrances	($2,259,731.26)	($2,259,731.26)	$0.48	
	Total appropriated			$2,259,731.74	
	Unappropriated:				
770	Fund balance, July 1			$2.23	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			($0.74)	
	Total fund balance				**$2,259,733.23**
	Total liabilities and fund equity				**$2,259,733.23**

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 40 DEBT SERVICE FUNDS

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$2,259,731.74	$2,259,731.26	$0.48
Revenues	($2,259,731.00)	($374,082.51)	($1,885,648.49)
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Capital Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Emergency Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Tuition Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Change in Federal Impact Aid (Capitall):			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.74	$1,885,648.75	($1,885,648.01)
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	$0.74	$1,885,648.75	($1,885,648.01)

Prepared and submitted by : _____ Board Secretary

9/24/26
Date

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 40 DEBT SERVICE FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources		1,496,330	0	1,496,330	374,083	Under	1,122,247
0093A	Other		763,401	0	763,401	0	Under	763,401
		Total	2,259,731	0	2,259,731	374,083		1,885,648

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service		2,259,731	1	2,259,732	0	2,259,731	0
		Total	2,259,731	1	2,259,732	0	2,259,731	0

Starting date 7/1/2026 Ending date 9/30/2026 Fund: 40 DEBT SERVICE FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860	40-1210	Local Tax Levy	1,496,330	0	1,496,330	374,083	Under	1,122,247
00890	40-3160	Debt Service Aid Type II	763,400	0	763,400	0	Under	763,400
00892	40-303	Budgeted Fund Balance	1	0	1	0	Under	1
		Total	2,259,731	0	2,259,731	374,083		1,885,648

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834	Interest on Bonds	1,029,731	1	1,029,732	0	1,029,731	0
89620	40-701-510-910	Redemption of Principal	1,230,000	0	1,230,000	0	1,230,000	0
		Total	2,259,731	1	2,259,732	0	2,259,731	0

TREASURER'S REPORT
TO THE BOARD OF EDUCATION
SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
FOR THE MONTH ENDING: 9/30/2026

FD NO.	GL #	FUNDS	Bank	Bank #		BEGINNING CASH BALANCE PER SEC REPORT	PY PERIOD ADJUSTMENT	MONTHLY CASH RECEIPTS	MONTHLY CASH DEBITS GL ADJ	MONTHLY CASH DISBURSE	MONTHLY CASH CREDITS GL ADJ	ENDING CASH BALANCE PER SEC REPORT
10	10-101	GENERAL FUND	INV	15-99-0046-5	a	13,146,901.36		4,523,214.87	925,047.58	(4,298,920.37)		14,296,243.44
10	10-101	GENERAL FD cash mgmt	St of NJ	117-29661-171	b	20,151.42		61.75				20,213.17
10	10-101	GENERAL FD Bldg Fd	INV	15-99-0060-4	c	25,532.15						25,532.15
		Subtotal General Fund				13,192,584.93	0.00	4,523,276.62	925,047.58	(4,298,920.37)		**14,341,988.76**
10	10-116	GEN FUND cap reserve	INV	15-99-0046-5	a	12,822,844.72						12,822,844.72
10	10-117	MAINTENANCE reserve	INV	15-99-0046-5	a	1,600,000.00						1,600,000.00
10	10-118	EMERGENCY reserve	INV	15-99-0046-5	a	250,000.00						250,000.00
10		**Total General Fd**				27,865,429.65	0.00	4,523,276.62	925,047.58	(4,298,920.37)	0.00	**29,014,833.48**
20	20-101	Special Revenue Fund	INV	15-99-0046-5	a	(62,006.67)		276,763.70	256.13	(281,670.24)		(66,657.08)
30	30-101	Building Fund	INV	15-99-0046-5	a	2,742,793.99			760,615.65	(2,500,096.41)		1,003,313.23
30	30-101	Building Fund	INV	15-99-0060-4	c	13.45			(0.44)			13.01
		Subtotal Building Fund				2,742,807.44	0.00	0.00	760,615.21	(2,500,096.41)	0.00	**1,003,326.24**
30	102-106	Building Fund	St of NJ	334-00-60928060		8,650,224.72					(760,615.65)	7,889,609.07
	30-114	Building Fund	INT	334-00-6092806	c	1,798,445.07			35,301.35			1,833,746.42
		Total Capital Projects Fd				13,191,477.23	0.00	0.00	795,916.56	(2,500,096.41)	(760,615.65)	**10,726,681.73**
40	40-101	Debt Service Fund	INV	15-99-0046-5	a	249,390.57		124,694.17				374,084.74
50	50-101	Enterprise Fund Before/After	INV	15-99-0047-3	d	1,593,778.55		49,123.40		(31,004.23)		1,611,897.72
60	60-101	Enterprise Fund-Food Svs	INV	15-99-0061-2		65,289.19		73,688.96		(37,120.48)		101,857.67
6X		*TRUST AND AGENCY FUNDS:*										
		Payroll	INV	15-99-0057-2		0.00		639,336.24		(639,336.24)		0.00
		Payroll Agency	INV	15-99-0062-0		52,758.82		1,278,517.29	1024.36	(1,322,482.76)		9,817.71
		For Bank Reconciliation Purposes Only:										
		Total Operating Ac		15-99-0046-5	a	**30,749,923.97**	-	4,924,672.74	1,685,919.36	(7,080,687.02)	-	**30,279,829.05**
		Total NJ Cash Mgmt Fd		117-29661-171	b	**20,151.42**	-	61.75	-	-	-	**20,213.17**
		Total Building Fund Investors		15-99-0060-4	c	25,545.60	-	0.00	(0.44)	0.00	0.00	**25,545.16**
		Enterprise Fund Investors Savings		15-99-0047-3	d	**1,593,778.55**	-	49,123.40	0.00	(31,004.23)	0.00	**1,611,897.72**
		Enterprise Fund-Food Svs		15-99-0061-2		**65,289.19**	-	73,688.96	0.00	(37,120.48)	0.00	**101,857.67**
		Payroll		15-99-0057-2		-	-	639,336.24	-	(639,336.24)	-	-
		Payroll Agency		15-99-0062-0		**52,758.82**	-	1,278,517.29	1,024.36	(1,322,482.76)	-	**9,817.71**
		Control Totals				**32,507,447.55**	0.00	6,965,400.38	1,686,943.28	(9,110,630.73)	0.00	**32,049,160.48**

Prepared and Submitted By:

Treasurer of School Monies
Dawn M. Zic

Date 10/26/26

Starting date 9/29/2026 Ending date 10/26/2026

Chk#		Date	Rec date	Code	Vendor name	Check Comment	Check amount
060484	V	09/28/26	10/19/26	GESE	GENERATIONS SERVICES INC.		(141,087.38)
060595		09/30/26	10/14/26	CDPU	CARSON DELLOSA PUBLISHINGLLC		319.00
060596		09/30/26	10/13/26	TMOB	T MOBILE USA INC		1,090.64
060597		09/30/26		CDPU	CARSON DELLOSA PUBLISHINGLLC		58.00
060598		10/19/26		GESE	GENERATIONS SERVICES INC.		73,010.76
060599		10/19/26		JCPL	JERSEY CENTRAL POWER & LIGHT		13,416.26
060600		10/19/26		0256	P S E + G CO		2,668.00
060601		10/26/26		AMEI	A.M.E. INC.		92,021.90
060602		10/26/26		ACTH	ACADEMIC THERAPY PUBLICATIONS		148.96
060603		10/26/26		ADDS	ACKERSON DRAPERY & DECORATOR SERVICES,		1,633.11
060604		10/26/26		ACSO	ACTUAL SOLUTIONS LLC		175.00
060605		10/26/26		AGSP	AGILE SPORTS TECHNOLOGIES DBA HUDL		14,916.67
060606		10/26/26		ALAM	ALL AMERICAN SPORT/RIDDELL		4,455.72
060607		10/26/26		ALKI	ALL KILN SERVICES LLC		4,399.50
060608		10/26/26		ALLI	ALLIED FILTER CO		9,544.80
060609		10/26/26		APFI	APPROVED FIRE PROTECTION CO INC		1,010.00
060610		10/26/26		ARST	ARTISANS SHOWCASE OF TILE		11,600.00
060611		10/26/26		ASCD	ASCD		378.00
060612		10/26/26		AVAS	AVANT ASSESSMENT LLC		498.00
060613		10/26/26		BHFO	B & H FOTO & ELECTRONICS CORP		10,543.54
060614		10/26/26		BANC	BANCROFT		52,487.68
060615		10/26/26		BASC	BANYAN SCHOOL INC, THE		6,703.27
060616		10/26/26		BESE	BELAIR SERVICES LLC		5,120.10
060617		10/26/26		BECH	BEST CHOICE HOME CARE LLC		10,155.76
060618		10/26/26		ABCL	BLOOMSBURY PUBLISHING INC		1,901.40
060619		10/26/26		BLUS	Bluum USA INC		8,785.00
060620		10/26/26		BOLI	BOXLIGHT INC		447.20
060621		10/26/26		BRAR	BROOKE ARTHUR		700.00
060622		10/26/26		BSNS	BSN SPORTS LLC		2,914.05
060623		10/26/26		CCIM	C C IMEX		104.00
060624		10/26/26		PHHC	CARE OPTIONS FOR KIDS		33,291.00
060625		10/26/26		CARS	CARE STATION MEDICAL GROUP PA		1,167.00
060626		10/26/26		0045	CAROLINA BIOLOGICAL SUPPLY CO.		7,682.15
060627		10/26/26		CDWG	CDW GOVERNMENT INC.		12,982.69
060628		10/26/26		CENG	CENGAGE LEARNING, INC		5,039.62
060629		10/26/26		CBEH	CENTER FOR BEHAVIORAL HEALTH MD PA		1,150.00
060630		10/26/26		CHAS	CHASAN LAMPARELLO MALLON & CAPPUZZO, P		3,500.00
060631		10/26/26		CJVA	CJ VANDERBECK & SON INC		12,304.57
060632		10/26/26		GREY	CLIMB GLOBAL SOLUTIONS, INC.		5,777.74

Starting date 9/29/2026 Ending date 10/26/2026

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
060633	10/26/26		COSU	COLLINS SURGICAL		6,693.76
060634	10/26/26		COSO	COLUMN SOFTWARE PBC		397.81
060635	10/26/26		COSE	COMBUSTION SERVICE CORP.		3,976.00
060636	10/26/26		COMC	COMCAST HOLDINGS CORPORATION		569.95
060637	10/26/26		CONT	CONTINUED.COM LLC		396.00
060638	10/26/26		CODA	CORNERSTONE DAY SCHOOL		17,712.00
060639	10/26/26		CPNJ	CPNJ		14,415.45
060640	10/26/26		CRAN	CRANFORD PUBLIC SCHOOLS		16,203.00
060641	10/26/26		CACS	CRESTHAVEN ACADEMY CHARTER SCHOOL		1,278.00
060642	10/26/26		CUAS	CURRICULUM ASSOCIATES LLC		16,881.00
060643	10/26/26		CYMA	CYNTHIA MARRAPODI		700.00
060644	10/26/26		DEWD	D&E WINDOW AND DOOR, LLC		16,619.20
060645	10/26/26		DSDO	DANCKER LLC		59,211.61
060646	10/26/26		DAUR	DAWN URBACH		3,835.70
060647	10/26/26		DELT	DELTA T GROUP		14,182.56
060648	10/26/26		0080	DEMCO		597.53
060649	10/26/26		DESC	DERON SCHOOL OF NEW JERSEY INC		39,098.01
060650	10/26/26		DESE	DESESA ENGINEERING CO., INC		709,745.00
060651	10/26/26		Q975	DIANA PEREZ		4.90
060652	10/26/26		DIEN	DIRECT ENERGY MARKETING INC		29,905.46
060653	10/26/26		DOFO	DOWNES FOREST PRODUCTS LLC		1,001.00
060654	10/26/26		ECL	ECLC OF NEW JERSEY		23,753.73
060655	10/26/26		EDCL	EDCLUB, INC.		1,305.36
060656	10/26/26		0087	EDUCATION WEEK		97.00
060657	10/26/26		EDUC	EDUCERE LLC		519.50
060658	10/26/26		ENCO	ENVIROVISION CONSULTANTS INC		14,830.80
060659	10/26/26		EQUI	EQUIPTECH LIMITED LIABILITY COMPANY		264.21
060660	10/26/26		EVHO	EVERWAY HOLDCO, LLC (PARENT COMPANY)		6,285.93
060661	10/26/26		EVSP	EVERYDAY SPEECH LLC		599.99
060662	10/26/26		FAST	FIRE AND SECURITY TECHNOLOGIES		642.00
060663	10/26/26		FICH	FIRST CHILDREN LEARNING SERVICES LLC		1,302.73
060664	10/26/26		FLCA	FLEETCARD, INC.		8,538.64
060665	10/26/26		FOLL	FOLLETT CONTENT SOLUTIONS, LLC		47,646.36
060666	10/26/26		GEMS	GEMBA SECURITY SOLUTIONS, LLC		2,438.03
060667	10/26/26		GEPL	GENERAL PLUMBING SUPPLY INC.		896.17
060668	10/26/26		BLCR	HORIZON BLUE CROSS BLUE SHIELD OF NJ		672,100.75
060669	10/26/26		IMAP	IMPACT APPLICATIONS INC.		1,000.00
060670	10/26/26		INLI	IN-LINE AIR CONDITIONING CO INC.		7,268.54
060671	10/26/26		JAAT	JAG-ATC, LLC		255.00

Starting date 9/29/2026 Ending date 10/26/2026

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
060672	10/26/26		JAHI	JA-HILL CORP		1,280.00
060673	10/26/26		JAFA	JAY FAIGENBAUM		19.18
060674	10/26/26		JOGP	JOHNSTON, G.P. INC		27,234.24
060675	10/26/26		JOST	JOSTENS, INC		1,007.20
060676	10/26/26		BRPR	KELLIMEG MAINTENANCE CORP		218.00
060677	10/26/26		KUSU	KULLY SUPPLY INC.		1,326.10
060678	10/26/26		0458	LAKESHORE LEARNING MATERIALS		33,454.80
060679	10/26/26		LRES	LITERACY RESOURCES, LLC		7,150.08
060680	10/26/26		MAJO	MARISSA JONES		28.48
060681	10/26/26		MEGR	MEGAN GRIFFIN		11.00
060682	10/26/26		MECO	METADOT CORPORATION		4,536.00
060683	10/26/26		METW	METHFESSEL & WERBEL PA		68.00
060684	10/26/26		MFAT	MF ATHLETIC CO INC.		1,206.65
060685	10/26/26		MGLP	MGL FORMS-SYSTEMS, LLC		1,635.00
060686	10/26/26		MIWE	MICHAEL T. WELTER		1,470.00
060687	10/26/26		MISC	MIDLAND SCHOOL		13,629.65
060688	10/26/26		MORC	MORRIS COUNTY VOCATIONAL SCHOOL DISTRIC		2,912.40
060689	10/26/26		MUJC	MORRIS UNION JOINTURE COMMISSION		90,019.50
060690	10/26/26		0474	MUSIC IN MOTION		200.00
060691	10/26/26		MYLI	MY LIMOUSINE SERVICE INC.		459.00
060692	10/26/26		0214	NASSP		770.00
060693	10/26/26		NBSS	NATIONAL BENEFIT SERVICES, LLC		69.30
060694	10/26/26		NCSP	NCS PEARSON, INC		550.56
060695	10/26/26		NEWB	NEW BEGINNINGS		17,915.70
060696	10/26/26		NPBE	NEW PROVIDENCE BOARD OF EDUCATION		4,148.60
060697	10/26/26		NMHS	NEWMARK HIGH SCHOOL		20,789.64
060698	10/26/26		0225	NJ ASSOC OF SCH BUS OFF		950.00
060699	10/26/26		0377	NJ DIVISION OF MOTOR VEHICLES		50.00
060700	10/26/26		NJIN	NJ SCHOOLS INSURANCE GROUP		62,419.10
060701	10/26/26		0229	NJ-AMERICAN WATER CO		6,146.60
060702	10/26/26		NJFE	NJPSA		3,049.00
060703	10/26/26		E204	NORTH STAR ACADEMY CHARTER SCHOOLS OF		2,183.00
060704	10/26/26		OMEG	OMEGA LABS INC.		649.87
060705	10/26/26		0708	OTC DIRECT INC.		802.63
060706	10/26/26		OMGR	OUTPUT MANAGEMENT GROUP, INC		2,058.30
060707	10/26/26		PGCH	P G CHAMBERS SCHOOL		9,056.07
060708	10/26/26		PHSE	PHILADELPHIA SECURITY PRODUCTS INC.		1,880.00
060709	10/26/26		PTNB	PITNEY BOWES		567.45
060710	10/26/26		POLP	POLAR PLASTICS LLC		416.60

Starting date 9/29/2026 Ending date 10/26/2026

Chk#		Date	Rec date	Code	Vendor name	Check Comment	Check amount
060711		10/26/26		PRED	PRO ED		348.70
060712		10/26/26		PUHO	PURESAN HOLDINGS LLC		4,656.06
060713		10/26/26		RATR	RAHWAY TRACK BOOSTER CLUB		1,125.00
060714		10/26/26		READ	READING SOLUTIONS TUTORING LLC		3,100.00
060715		10/26/26		RIFA	RICHARD FARRELL INC.		442.50
060716		10/26/26		RIAS	RIVERSIDE ASSESSMENTS, LLC		2,815.80
060717		10/26/26		RGPL	ROBERT GRIGGS PLUMBING & HEATING		2,931.02
060718		10/26/26		MRJO	RUSSELL REID		420.00
060719		10/26/26		SAYI	SAM YIP		17,500.00
060720		10/26/26		SPSK	SCHENCK PRICE SMITH & KING, LLP		5,474.68
060721		10/26/26		SCLH	SCHOLASTIC INC		2,128.05
060722	V	10/26/26	10/26/26		00.0 $ Multi Stub Void	#060724 Stub	
060723	V	10/26/26	10/26/26		00.0 $ Multi Stub Void	#060724 Stub	
060724		10/26/26		0402	SCHOOL SPECIALTY LLC.		15,502.63
060725		10/26/26		SCRE	SCREENCASTIFY, LLC		600.00
060726		10/26/26		SECO	SEARCH CONSULTING, LLC		16,506.00
060727		10/26/26		SIPR	SILVERGATE PREPARATORY SCHOOL LLC		2,350.00
060728		10/26/26		SINA	SINAI SCHOOLS		109,453.44
060729		10/26/26		J227	SMART TECH INTEGRATIONS, LLC.		14,127.45
060730		10/26/26		SPEC	SPECTRUM 360, A NJ NONPROFIT CORPORATION		34,339.32
060731		10/26/26		FOO	SPRINGFIELD BD OF EDUCATION FOOD SERVICE		9,278.45
060732		10/26/26		STEN	Stank Environment LLC		905.00
060733	V	10/26/26	10/26/26		00.0 $ Multi Stub Void	#060734 Stub	
060734		10/26/26		STCC	STAPLES INC.		2,707.62
060735		10/26/26		SHCA	STARLIGHT HOME CARE AGENCY LLC		4,232.25
060736	V	10/26/26	10/26/26	STAT	STATIONS CAB		
060737		10/26/26		STSC	STEPHANIE SCASSO		40.00
060738		10/26/26		0539	SUMMIT INDUSTRIAL HARDWARE, INC.		446.36
060739		10/26/26		0296	SUMMIT SPEECH SCHOOL		281.25
060740		10/26/26		SWEE	SWEETWATER SOUND INC		38.70
060741		10/26/26		TETU	TEACHER TUTORS, LLC		3,510.00
060742		10/26/26		TACS	TEAM ACADEMY CHARTER SCHOOL		1,278.00
060743		10/26/26		0596	THE CENTER SCHOOL		8,539.27
060744		10/26/26		TPOM	THE POMPTONIAN		94,422.29
060745		10/26/26		PRUA	THE PRUDENTIAL INS CO OF AMERICA		935.59
060746		10/26/26		N542	TRIANGLE COMMUNICATIONS, LLC.		868.50
060747		10/26/26		0317	UN CTY ASSOC SCH BUS OFL		225.00
060748		10/26/26		UCEC	UN CTY EDUCATIONAL SERVICES COMMISSION		18,376.00
060749		10/26/26		UCES	UNION COUNTY EDUCATIONAL SERVICES COMM		19,389.86

Starting date 9/29/2026 Ending date 10/26/2026

Chk#		Date	Rec date	Code	Vendor name	Check Comment	Check amount
060750		10/26/26		E450	UNIVEST CAPITAL, INC.		4,157.00
060751		10/26/26		VERA	V E RALPH SON		2,841.13
060752		10/26/26		VIST	VISTAS EDUCATION PARTNERS INC.		5,303.75
060753		10/26/26		VICS	VISUAL COMPUTER SOLUTIONS		660.00
060754		10/26/26		VISO	VISUAL SOUND, INC.		27,229.46
060755	V	10/26/26	10/26/26		00.0 $ Multi Stub Void	#060756 Stub	
060756		10/26/26		WGRA	W.W. GRAINGER, INC.		4,654.29
060757		10/26/26		WASA	WASAK INC.		2,019.00
060758		10/26/26		TDPI	WAVEX LLC		237.43
060759		10/26/26		WENG	WENGER CORPORATION		175,466.19
060760		10/26/26		WIMC	WILLIAM MACGILL		524.92
060761		10/26/26		WOSE	WOODS SERVICES INC.		7,552.76
060762		10/26/26		XIJI	XIAOPING JIANG		750.00
060763		10/26/26		XTEL	XTEL COMMUNICATIONS INC.		7,785.94
060764		10/26/26		AKEC	A & K EQUIPMENT CO INC		466.91
060765		10/26/26		ATTO	ATLANTIC TOMORROWS OFFICE		417.78
060766		10/26/26		BESE	BELAIR SERVICES LLC		378.44
060767		10/26/26		FLCA	FLEETCARD, INC.		4,885.61
060768		10/26/26		GENS	GENSERVE, LLC.		3,072.00
060769		10/26/26		NCSP	NCS PEARSON, INC		3,394.69
060770		10/26/26		NERM	NORTHEAST ROOF MAINTENANCE, INC		125,930.00
060771		10/26/26		PUHO	PURESAN HOLDINGS LLC		5,792.19
060772		10/26/26		STAT	STATIONS CAB		850.00
G63957		09/30/26	09/30/26	DEDE	DELTA DENTAL OF NJ INC.	CW2162162	2,939.58
G63978		09/30/26	09/30/26	B990	MII Life Insurance, Inc.	9/30/26 HSA	1,249.99
G63984	V	09/30/26	09/30/26	DEDE	DELTA DENTAL OF NJ INC.	General Acct	
G63985		10/06/26	10/06/26	DEDE	DELTA DENTAL OF NJ INC.	AM1023815	1,224.00
G63986		10/06/26	10/06/26	DEDE	DELTA DENTAL OF NJ INC.	General Acct	24.00
G63987		10/07/26	10/07/26	DEDE	DELTA DENTAL OF NJ INC.	CW2165595	2,056.00
G63988		10/07/26	10/07/26	DEDE	DELTA DENTAL OF NJ INC.	CW2165444	177.00
G63997		10/15/26	10/15/26	0292	STATE OF NEW JERSEY	OCTOBER STATE BENEFITS	501.09
G63998		10/07/26	10/07/26	0035	SPRINGFIELD BOARD OF EDUCATION	General Acct	15.03
G63999		10/14/26	10/14/26	DEDE	DELTA DENTAL OF NJ INC.	CW2171864	2,055.90
G64000		10/14/26	10/14/26	DEDE	DELTA DENTAL OF NJ INC.	CW2170272	46.00
G64005		10/14/26	10/14/26	0035	SPRINGFIELD BOARD OF EDUCATION		94,220.82
G64013		10/15/26	10/15/26	B990	MII Life Insurance, Inc.	General Acct	1,249.99
G64014		10/21/26		DEDE	DELTA DENTAL OF NJ INC.	CW2172143	3,865.30
G64017		10/15/26	10/16/26	0035	SPRINGFIELD BOARD OF EDUCATION	ADDL FICA 10/15/26	1.02
G64018		10/15/26	10/15/26	EMTR	EMPOWER TRUST COMPANY, LLC	10/15/26 DCRP	2,693.79

Starting date 9/29/2026 Ending date 10/26/2026

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
P64004	10/13/26	10/13/26	PAY	Payroll		1,297,543.47

Fund Totals

10	GENERAL CURRENT EXPENSE	$75,826.35
11	GENERAL CURRENT EXPENSE	$2,870,473.89
12	CAPITAL OUTLAY	$-32,062.16
20	SPECIAL REVENUE	$248,099.86
30	CAPITAL PROJECTS FUNDS	$1,220,015.84
50	ENTERPRISE FUND	$54,150.23
60	ENTERPRISE FUND	$95,543.34
	Total for all checks listed	$4,532,047.35

Prepared and submitted by: _____ _____

Board Secretary Date

VENDOR	CATEGORY	BID NO.	TERM
A. Guzzo Landscaping, LLC	Playground Surface and Landscape Mulch	25-26	9/25/24 - 6/30/28
Apple Ford, Inc.	Pickups, SUVs and Vans Cooperative Bid 26-28	27-21	9/23/26 - 9/22/28
Ascend Construction Management, Inc. (Secondary)	General Construction Cooperative Bid 2024-2026	25-02	4/24/24 - 4/24/27
Automated Building Controls, Inc.	Building Automation Systems and Maintenance Cooperative Bid	25-53	5/13/25 - 5/12/27
Bluum USA, Inc.	Technology Products and Related Items Cooperative Bid	26-36	3/25/26 - 3/24/28
C&M Door Controls, Inc.	Interior and Exterior Doors Cooperative Bid	25-45	2/26/25 - 2/25/27
Crest Construction Group, LLC. (Primary)	Concrete Work Cooperative Bid	25 24	9/25/24 - 9/25/27
Direct Flooring, Inc.	Flooring Installation and Removal Cooperative Bid 2026-2028	26-46	6/10/26 - 6/30/28
Eastern DataComm, LLC Inc.	School Communications and Safety Systems Cooperative Bid	25 11	6/12/24 - 6/30/28
Fiore Paving Co, Inc.	Asphalt Paving Repair and Maintenance Cooperative Bid	25-36	1/15/25 - 1/14/27
Franks Truck Center, Inc.	Pickups, SUVs and Vans Cooperative Bid 26-28	27-21	9/23/26 - 9/22/28
Fromkin Brothers, Inc. (Secondary)	Painting Cooperative Bid 2024-2025	25-03	4/24/24 - 4/24/27
GPC, Inc. (Primary)	General Construction Cooperative Bid 2024-2025	25-02	4/24/24 - 4/24/27
GPC, Inc. (Primary)	Painting Cooperative Bid 2024-2025	25-03	4/24/24 - 4/24/27
Haig's Service Corporation	Fire Alarm Systems Maintenance Cooperative Bid	25-51	4/30/25 - 4/29/27
Hutchins HVAC Inc.	Building Automation Systems and Maintenance Cooperative Bid	25-53	5/13/25 - 5/12/27
Hutchins HVAC, Inc.	HVAC Services Cooperative Bid	24-57	2/1/24 - 2/1/27
Jersey Shore Lawn and Sprinkler Construction Company, Inc.	Irrigation Systems Installation, Maintenance and Repairs Cooperative Bid	25-59	5/12/25 - 5/11/27
Johnston G.P., Inc. / JCT Solutions	School Communications and Safety Systems Cooperative Bid	25 11	6/12/24 - 6/30/28
Magic Touch Construction Co., Inc.	Electrician Services Cooperative Bid	24-56	2/1/24 - 2/1/27
Magic Touch Construction Co., Inc. (Primary)	Plumbing Services Cooperative Bid	24-58	2/1/24 - 2/1/27
Nielsen Ford of Morristown, Inc.	Pickups, SUVs and Vans Cooperative Bid 26-28	27-21	9/23/26 - 9/22/28
Nielsen of Morristown, Inc.	Pickups, SUVs and Vans Cooperative Bid 26-28	27-21	9/23/26 - 9/22/28
Nielsen Rt. 46, Inc.	Pickups, SUVs and Vans Cooperative Bid 26-28	27-21	9/23/26 - 9/22/28
Open Systems Integrators, LLC.	Fire Alarm Systems Maintenance Cooperative Bid	25-51	4/30/25 - 4/29/27
Sal Electric Co., Inc.	Fire Alarm Systems Maintenance Cooperative Bid	25-51	4/30/25 - 4/29/27
School Health Corporation	Nursing Supplies Cooperative Bid	24-05	8/23/23 - 6/30/28
Seacoast Construction, Inc. (Secondary)	Concrete Work Cooperative Bid	25 24	9/25/24 - 9/25/27
Simplify Chemical Solutions Inc.	Custodial Supplies Cooperative Bid	26-25	1/21/26 - 1/20/28
VMG Group, Inc. (Secondary)	Roofing Repair and Maintenance Services Cooperative Bid	25 13	4/24/24 - 6/30/28
Watchdog Security Group LLC.	Armed and Unarmed Security Guards Cooperative Bid 2025-2026	26-02	7/1/25 - 6/30/28
Weatherproofing Technologies, Inc. dba Tremco (Primary)	Roofing Repair and Maintenance Services Cooperative Bid	25 13	4/24/24 - 6/30/28