

**Springfield Township Board of Education
 Jobstown, NJ 08041
 Tuesday April 16 2019
 Minutes – Regular Meeting –106**

CALL TO ORDER	TIME	7:02P.M.
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 2 A **Regular Meeting** of the Springfield Township Board of Education wasl held on **Tuesday, April 16,**
 3 **2019** at **7:02 p.m.** in the Springfield Elementary School **Media Center**.
 4

PUBLIC NOTICE

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 6 “The New Jersey Open Public Meetings Law was enacted to insure the right to the public to have
 7 advance notice of and attend the meetings of public bodies at which any business affecting their interest
 8 is discussed or acted upon.” Pursuant to the provisions of this act, the Springfield Township Board of
 9 Education has caused notice of this meeting to be publicized by having the date, time and place thereof
 10 sent to: The Burlington County Times, Springfield Township Clerk, Board of Education members, and
 11 posted in the Springfield Township Board of Education Office and Springfield Township Municipal
 12 Building.
 13

PLEDGE OF ALLEGIANCE

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 15 The President lead the Board and the assemblage in the Pledge of Allegiance.
 16

ROLL CALL OF BOARD MEMBERS AND STAFF

	Board of Education Member	Present	Late	Absent	
17	1 Joseph Bucs	X			1
	2 Andrew Eaton, Vice President			X	2
	3 Wade Hale	X			3
	4 Gregory Madia	X			4
	5 Michael Ramalho	X			5
	6 Gary Walker	X			6
	7 Jason Angello			X	7
	8 Ashleigh Murtaugh-Frey	X			8
	9 Kristen Lippincott, President	X			9

18
 19 **Others present:**

- 20
 21 [X] Craig Vaughn, Chief School Administrator
 22 [X] Arlene Biesiada, School Business Administrator / Board Secretary
 23 [] Joe Knewasser, Interim Educational Facilities Manager
 24 [] Kim Hannigan, Interim Supervisor of Curriculum
 25

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SCHOOL AND COMMUNITY PRESENTATIONS

26
27 NONE
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COMMITTEE UPDATES

29
30 Mr. Madia reported that the Facility Committee did a tour of the school and there are 30-40 bullet points to
31 get prices for short and long term repairs.

PUBLIC COMMENT #1 – SHALL NOT EXCEED THIRTY (30) MINUTES

32
33 *Before a matter is placed on the agenda, Administration has thoroughly reviewed it. Board Members*
34 *preview the agenda items five days prior to the meeting and discuss questionable items with the*
35 *Superintendent.*
36 *The Springfield Township BOE welcomes public comment during our public meetings. Public comments*
37 *will only be permitted during the public comment periods at the beginning and end of each Board*
38 *meeting. Each public comment period shall be limited to thirty minutes unless extended by a majority vote*
39 *of the Board members present. Statements are limited to two, three minute time periods for a total of six*
40 *minutes on any one topic.*
41 *Public comment is not a question and answer session. Notwithstanding, members of the Administration*
42 *and/or Board members may, with approval, choose to answer questions raised during public comment*
43 *periods. If a response is requested, please provide your contact information on the sign-in sheet or*
44 *contact the Administration separately.*

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46 NONE
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CORRESPONDENCE

NONE

SUPERINTENDENT UPDATE & IMPORTANT DATES

48
49 Mr. Vaughn reported that Kindergarten screening took place yesterday and today. There were 33
50 children and 29 have been screened.
51 Compliments to Mr. Jarvela for the South Jersey Honors Band where 3 sixth graders performed at
52 Shawnee High School.
53 May 3 Spring pictures will be taken. May 6, New Jersey assessment testing will begin. The budget
54 hearing will take place on May 1 in the Cafeteria.

APPROVAL OF MINUTES

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56
57 ***** *CERTIFICATION OF THE BOARD SECRETARY* *****

58
59 **IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township
60 Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday April 16,**

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61 **2019** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New
 62 Jersey.

- 63
- 64
- 65 **Work Session Meeting – Wednesday, March 6, 2019**
- 66 **Executive Session Meeting – Wednesday, March 6, 2019**
- 67 **Special Meeting – Wednesday, March 13, 2019**
- 68 **Regular Meeting – Tuesday, March 26, 2019**
- 69 **Executive Session – Tuesday, March 26, 2019**

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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President						X		2
3	Wade Hale		X	X					3
4	Gregory Madia			X					4
5	Michael Ramalho	X		X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Muutaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

72 Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 73 *Not Voting due to Conflict. Quorum = 5*

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SUPERINTENDENT’S REPORT (ENROLLMENT & HIB REPORT)
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77 **A. ACCEPTING ENROLLMENT STATISTICS**

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79 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-106-102

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**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
 AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF March 20129**

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

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

92
93 **WHEREAS,** the Superintendent of Schools has received and compiled school registers from each of
94 the schools in the School District which have been cross-checked with active home room rosters and
95 Child Study Team class listings with the resulting summary table being generated:
96

Expense Account #	Grade Level/Program	Count June 30, 2018	Count March 29, 2019	Difference
1-105-100-101-101-105	Pre-School Regular	20	19	-1
1-110-100-101-101-110	Kindergarten	23	38	+15
1-120-100-101-101-401	First Grade	24	23	+ 1
1-120-100-101-101-402	Second Grade	25	27	+2
1-120-100-101-101-403	Third Grade	26	24	-2
1-120-100-101-101-404	Fourth Grade	29	28	-1
1-120-100-101-101-405	Fifth Grade	26	32	+6
1-130-100-101-101-406	Sixth Grade	32	26	-6
1-212-100-101-101-100	Multiple Disabled	7	4	-3
1-215-100-101-101-100	Pre-School Disabled PT	6	6	0
1-000-100-56X-60X-XXX	Out-of-District Placement	2	2	0
	TOTAL	220	229	+9

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Month	Enrollment	Monthly Change
June 2018	220	
July 2018	219	-1
August 2018	228	+9
September 2018	227	-1
October 2018	227	0
November 2018	229	+2
December 2018	229	0
January 2019	229	0
February 2019	228	-1
March 2019	229	+1
April 2019		
May 2019		
June 2019		
July 2019		

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

B. APPROVING THE MONTHLY HIB REPORT

RESOLUTION #18/19-106-103

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF FEBRUARY 2019
PURSUANT TO BOARD OF EDUCATION POLICY 5512**

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

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

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

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

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

150
 151 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 152 Burlington, State of New Jersey, that the Superintendent of Schools reports the results of the following
 153 harassment, intimidation or bullying incidents for the month of **March 2019.**
 154

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

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 156
 157 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington,
 158 State of New Jersey, that the above enrollment report is hereby accepted upon the certification of the Superintendent
 159 of Schools.
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***** ***** *****

***** *CERTIFICATION OF THE BOARD SECRETARY* *****

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 165
 166 **IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township
 167 Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday ,April 16,**
 168 **2019** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New
 169 Jersey.
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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs	X		X					1
2	Andrew Eaton, Vice President						X		2
3	Wade Hale			X					3
4	Gregory Madia		X	X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Murtaugh-Frey			X					8

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9	Kristen Lippincott, President			X					9
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Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 Not Voting due to Conflict. Quorum = 5

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CONTRACT ADMINISTRATION

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Township of Springfield Board of Education

RESOLUTION #18/19-RM-106-104

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**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO
 EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR THE SERVICES OF A CONTINUING
 DISCLOSURE AGENT AND CERTIFY A TRANSFER OF FUNDS**

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WHEREAS, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school contracts and professional services; and

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WHEREAS, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a person authorized by law to practice as regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training. Professional services also means services rendered in the performance of work that is original and creative in character in a recognized field of artistic endeavor; and

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WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of a continuing disclosure agent; and

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WHEREAS, the company, Dimensions in Pediatric Physical Therapy, LLC, 2 Pommel Court, Mt. Laurel, NJ 08054, is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution.

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with Dimensions in Pediatric Physical Therapy, Mt. Laurel, NJ in an amount not-to-exceed four thousand dollars (\$4000), without additional authorization for the period from April 1, 2019 to June 30, 2019; and

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BE IT FINALLY RESOLVED, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services

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214 contract and ensure that the awarding Resolution is available for public inspection at the Office of the
 215 Business Administrator/Secretary to the Board during normal business hours.

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-216-340-050-422-0	
Account Title	PHYS THRPY SRV	
Certification Date	April 1, 2019	
Beginning Balance		\$4062.00
Contract Encumbrance Amount		\$4000.00
Revised Balance		\$ 62.00
Ending Balance		62.00

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President						X		2
3	Wade Hale		X	X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Muutaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 Not Voting due to Conflict. Quorum = 5

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-105

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**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF MARCH 2019 PURSUANT TO N.J.A.C. 6:23-2.11(c)2**

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

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

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

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following March 29, 2019 changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

Arlene Biesiada
Business Administrator/Board Secretary

RESOLUTION #18/19-RM-106-106

**RESOLUTION CERTIFYING THAT ANY REMITTANCE TO PURCHASE ORDERS
GREATER THAN THE APPROVED PURCHASE ORDER AMOUNT SHALL BE DETAILED
THROUGH THE APPROVAL OF THE MONTHLY CREDIT/DISBURSEMENT REPORT
PURSUANT TO N.J.A.C. 6A:23A-6.10
AND THAT THE BELOW REPORT IS FOR THE MONTH OF MARCH 2019**

WHEREAS, N.J.A.C.6A:23A-6.10 provides that “a school district and county vocational school board shall adopt a policy establishing the approval process for any remittance of payment for invoice amounts greater than the approved purchase order; and

WHEREAS, the policy shall require the Business Administrator/Secretary to the Board to identify and investigate, if necessary, the reason for any increase to a purchase order. If **TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION**

it is found that such an increased is warranted, the Business Administrator/Secretary to the Board shall either approve a revision to the original purchase order with the reason noted, approve the issuance of a supplemental purchase order for the difference, or cancel the original purchase order and issue a new purchase order. If it is found that such an increase is not warranted, the purchase order shall be canceled and the goods returned. In no instance shall an adjustment be made to a purchase order that changes the purpose or vendor of the original purchase order or a bid award price; and

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288 **WHEREAS,** the Business Administrator/Secretary to the Board shall review, on a monthly basis, edits/change
 289 reports, in particular the Credit/Disbursement Report, listing all payments made in excess of the originally approved
 290 purchase order amount to ensure that all payments are properly made are properly authorized prior to the
 291 commitment of any bill list disbursements; and
 292

293 **WHEREAS,** a Credit-Disbursement Report has been developed by the School District’s accounting software
 294 vendor, Asbury Park Computer Center, and said report is attached herein which details any changes in purchase
 295 order amounts; and
 296

297 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 298 Burlington, State of New Jersey, that attached **MARCH 2019** Credit-Disbursement Report detailing the changes is
 299 hereby approved and that any and all adjustments against Board of Education obligations therein enumerated for
 300 equipment, material and supplies, furnished and delivered and for work done and performed and certified as correct
 301 by the Secretary of the Board of Education, and when funds are available; and
 302

303 **BE IT FURTHER RESOLVED** that the following summary details any and all adjustments to purchase orders
 304 disbursed during the month:
 305

Account #	PO #	Vendor #	Liquidated	Paid	Excess	%
None						

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Reason For Excess:

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

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-107

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**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
 EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
 FOR THE MONTH OF MARCH 2019
 ESTABLISHED PURSUANT TO PUBLIC LAW 2004, C. 73
 AND RECOGNIZING THE SUBMISSION TO THE EXECUTIVE COUNTY BUSINESS OFFICIAL**

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A REQUEST FOR APPROVAL OF THE TRANSFER THAT EXCEED TEN PERCENT

WHEREAS, Public Law 2004, C. 73 requires New Jersey Department of Education Commissioner approval of transfers in any general fund account greater than ten percent (10%) on a cumulative basis; and

WHEREAS, a report has been developed by the School District’s accounting software vendor, Asbury Park Computer Center and said report is attached herein; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **MARCH 2019** monthly transfer report detailing the percentage change in transfers is hereby approved; and

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

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION#18/19-RM-106-108

**RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING MARCH 29, 2019**

WHEREAS, when the district is a sub-grantee of grants awarded by the Federal government to the State of New Jersey the district shall submit reimbursement requests using the Electronic Web-Enabled Grant (EWEG) System. Expenditures must be supported by documentation at the sub-grantee level. Documentation for salary expenditures will be according to the applicable federal circular. Expenditures must be for allowable costs. Expenditures must be related to the sub-grantee’s cost objectives. Expenditures will be reviewed to determine that:

- A. Adequate description of expenditures is provided;
- B. No new budget category is created; and
- C. Reimbursement does not exceed the allowable threshold for an amendment as a result of cumulative transfers among expenditure categories; and

WHEREAS, Reimbursement requests will be certified by the board as being in accordance with approved grant applications as evidenced by the review of a monthly disbursement report. EWEG reimbursement requests will meet New Jersey Department of Education time lines and deadlines; and

WHEREAS, the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **FEBRUARY 28, 2019** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL

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18-19	231	TITLE1A	100	101	SALARIES OF TEACHERS		
				610	GENERAL SUPPLIES		
					TOTAL 100 SERIES		
			200	200	PERSONAL SRV EMP BENEF		
				500	OTHER PURCHASED SERVICES		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		
18-19	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV		
				565	TUIT COUNTY SPEC SERV (ESY)		
					TOTAL 100 SERIES		
			200	300	PURCH PROF/TECH SVS		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		
18-19	251	IDEA PSD	100	565	TUIT COUNTY SPEC SERV		
					TOTAL 100 SERIES		
					MONTHLY TOTAL		

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18-19	270	TITLE 2A	200	300	PURCH ED/PROF/TECH SVS		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		
18-19	270	TITLE 4A	200	600	PURCH ED/PROF/TECH SVS		
					TOTAL SERIES		
					MONTHLY TOTAL		
18-19	450	REAP	200	300	PURCH ED/PROF/TECH SVS		
					TOTAL 200 SERIES		
18-19	450	REAP	200	500	OTHER PRCH SVS		
					TOTAL 500 SERIES		
					MONTHLY TOTAL		
TOTAL - ALL GRANTS						NONE	

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REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	EXPENDITURES TO DATE	PRESENT ENCUMB.	REMAINING BALANCE
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TITLE1A	18-19	\$41,762	21310	9295	11157
IDEA BSC	18-19	\$68,410	\$51763	13720	2927
IDEA PSD	18-19	\$5,054	\$0	\$0	\$5,054
TITLE 2A	18-19	\$7,593	\$7590.50	\$0	2.50
TITLE 4A	18-19	\$10,000	\$4213	2743	3044
REAP	18-19	\$30,846	\$27359	\$2089	\$1396
TOTAL	18-19	\$163,665	\$112236	27847	\$23580

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Board certifies the EWEG submissions as above listed.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**PURSUANT TO BOARD OF EDUCATION STANDARD OPERATING PROCEDURE 3-003
 TO MONITOR THE % OF EXPENDITURE TO CONTROL CARRY-OVER WAIVER REQUESTS
 UNDER GUIDANCE OF THE NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM
 FISCAL MANAGEMENT - RESTRICTED REVENUES**

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383 *WHEREAS*, Standard Operating Procedure 3-003 provides for the mechanism for Board

384 **RESOLUTION #18/19-RM-106-109**

385 of Education monitoring of restricted revenue expenditure levels as the Board of Education must ensure that
 386 restricted revenue accounts must be appropriated and fully expended in a timely manner and in accordance with
 387 grant allocations/budgets; and
 388

389 *WHEREAS*; the New Jersey Quality Single Accountability Continuum (NJQSAC) - District Performance
 390 Review - D. Restricted Revenues - Sections 1.b. and **RESOLUTION APPROVING THE MONTHLY**
 391 **CERTIFICATION OF GRANT EXPENDITURES**
 392 **AS OF MARCH 29, 2019 FOR THE 2018-2019 PROGRAM YEAR**

393 1.d provide the following guidance:

394
 395 1.b. Grant funds are spent as budgeted. Amendments and budget modifications are completed for changes that
 396 exceed the applicable threshold (entitlement grants - lesser of 10% or \$50,000; discretionary grants - lesser of 10%
 397 or \$10,000;

398 1.d. At least 85 percent of the ESSA and IDEA grant funds are expended in one year. For Title I, a waiver to
 399 carry over more than 15% has not been requested within the last three years;
 400 ; and

401
 402 *WHEREAS*, the Business Administrator/Secretary to the Board reports the following:
 403

GRANT	YEAR	CURRENT APPROPRIATION	TOTAL EXPENDED	TOTAL ENCUMBERED/CARRYOVER	UNEXPENDED DOLLAR BALANCE	UNEXPENDED PERCENT BALANCE
TITLE 1A	18-19	\$41,762	21,310.42	\$9295.6	\$11,156.48	26%
IDEA BSC	18-19	\$68,410	\$51763	\$13720	\$2927	4.2%
IDEA PSD	18-19	\$5,054	\$0	\$0	\$5,054	100%

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TITL E 2A	18- 19	\$7,593	\$7590.50	\$0	\$2.5	.0003%
TITL E 4A	18- 19	\$10,000	\$4213	\$2743	\$3044	30%
REAP	18- 19	\$30,846	\$27359	\$2089	\$1396	.045%

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above summary represents the monthly certification of grant expenditures for the program year 2018-2019 Every Student Succeeds Act, IDEA Part B, REAP Grant; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the responsible staff and said staff shall provide the Board of Education with a detailed explanation for any grants that will exceed the fifteen percent (15%) waiver amount at the end of the program year.

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RESOLUTION #18/19-RM-106-110
RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S

**Springfield Township Board of Education
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**MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF MARCH 2019
PURSUANT TO N.J.A.C. 6:20-2.13 (D) AND N.J.S.A. 18A:22.8.1**

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431 *WHEREAS*, the New Jersey Administrative Code, Title 6, Chapter 20, requires that certain monthly
432 certifications be demonstrated as to the budgetary line item accounts; and
433

434 *WHEREAS*, the certification of the Secretary to the Board must demonstrate that no budgetary line item
435 account, which are understood by the rule to be the advertised section of the New Jersey Department of Education
436 prescribed budget, has obligations and contractual orders which exceed annual appropriations for said line item
437 accounts in accordance with the Monthly Line Item Budget Report; and
438

439 *WHEREAS*, the following Board of Education comments and/or discussion was had, if any, on the matter of
440 this Resolution:
441

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

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

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451 Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of MARCH 29, 2019 no budgetary line item account has
452 obligations and payments, understood as contractual orders, which in total exceed the amount appropriated by the
453 Township of Springfield Board of Education pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:22-8.1.
454

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-111

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR MARCH 2019
PURSUANT TO N.J.S.A. 18A:22-8**

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463 *WHEREAS*, N.J.S.A. 18A:22-8, designates the Superintendent of Schools to approve transfers among line
464 items between meetings of the Board of Education; and
465

466 *WHEREAS*, it became necessary to transfer funds among certain line items between the monthly meetings of in
467 the month of MARCH 2019, recorded as adjustments according to the attached report, so as to provide for the
468 thorough and efficient education of Springfield Township School District pupils; and
469

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470 *NOW, THEREFORE, BE IT RESOLVED* by the Township of Springfield Board of Education, County of
 471 Burlington, State of New Jersey, that the attached transfers are hereby ratified.
 472

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-112

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
 OF THE GENERAL ACCOUNTS AS CONTAINED
 ON THE CHECK REGISTER FOR MARCH 2019
 AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF MARCH 2019**

482 *WHEREAS,* the Business Administrator/Secretary to the Board has submitted a computer printout of the checks
 483 registered for payment for the period of FEBRUARY 20, 2019 to MARCH 25, 2019 and
 484

485 *WHEREAS,* this a summary table of check register that is provided in the addendum section of the subject
 486 minutes:
 487

FUND	EXPENSE	DESCRIPTION	# OF INVOICES	AMOUNT
10		FICA REIMBURSEMENT –		6692.11
10		FICA REIMBURSEMENT -		6599.86
10		FICA REIMBURSEMENT –		
		TOTAL FUND 10		13291.97
11	11-000-XXX	UNDISTRIBUTED EXPEND		77415.06
	11-150-XXX	REGULAR – HOME INS		
	11-190-XXX	REGULAR PROGRAM UNISTR		4668.57

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	11-213-XXX	RESOURCE ROOM		
	11-215-XXX	PRESCH. DISAB. PART-TIME		
	11-230-XXX	BASIC SKILLS/REMEDIAL		

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11-403-XXX	OTHER INSTR PROGRAMS		
11-999-XXX	POSTING ACCOUNTS		
11-401-XXX	SCHOOL SPON COCURRE		
11-000-291	HEALTH/RX PAYMENT		
	TOTAL FUND 11		82083.63
12-000-400	FACILITIES ACQUISITION		
	TOTAL FUND 12		
20-231-XXX	TITLE 1A		242.95
20-250-XXX	IDEA BASIC		1680

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20-251-XXX	IDEA PRE-SCHOOL		
20-270-XXX	TITLE 2A		
20-280-XXX	TITLE 4A		
20-293-XXX	BCIP JIF		
20-450-XXX	REAP		
	TOTAL FUND 20		1922.95
40-701-510	INTEREST ON BONDS		
	TOTAL FUND 40		

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62	62-910-310	SCHOOL NUTRITION	60	60-XXX-XXX	SUMMER CAMP
		TOTAL FUND 62			
81	81-190-100	UNEMPLOYMENT TRUST			
		TOTAL FUND 81			
82	82-000-520	FLEXIBLE SPENDING			
		TOTAL FUND 82			

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90	90-000-100	PAYROLL/AGENCY		72.93
		TOTAL FUND 90		72.93
95	95-40X-210	STUDENT ACTIVITY		639.51
		TOTAL FUND 95		639.51

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WHEREAS, the Board of Education wishes to authorize payment of said bills and to ratify the prior payment of obligations through the issuance of current fund hand checks for the following:

DATE	ACCT #	PAYEE	AMOUNT
		TOTAL	

502
 503 ; and

504
 505 **WHEREAS,** the New Jersey Quality Single Accountability Continuum (hereinafter “NJQSAC”), District
 506 Performance Review, B. Financial and Budgetary Control, Section j. requires that “Manual checks represent less
 507 than one percent of the checks issued on an annual basis (interfund payments are excluded from this requirement.).
 508 The following table monitors the issuance of manual checks as a percentage of checks issued to ensure compliance
 509 with NJQSAC:
 510

MONTH	BILL LIST \$	MANUAL CK \$	TOTAL CK \$	MANUAL CK %
Jul 2018	340808.63	0.00	340808.63	0.00%

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Aug 2018	165630.10	0.00	165630.10	0.00%
Sep 2018	115392.02	0.00	115392.02	0.00%
Oct 2018	124285.37	0.00	124285.37	0.00%
Nov 2018	178,860.15	0.00	178,860.15	0.00%
Dec 2018	101633.09	0.00	101633.09	0.00%
Jan 2019	162156.51	0.00	162156.51	0.00%
Feb 2019		0.00		0.00%
Mar 2019		0.00		0.00%
Apr 2019	84719.02	0.00	84719.02	0.00%
May 2019		0.00		0.00%
Jun 2019		0.00		0.00%
TOTAL		0.00		0.00%

511 ; and

512

513 **WHEREAS,** the below bank transfer(s) are for payroll and agency accounts during the month of **MARCH 2019**

514 for the following:

515

516

517

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
8 03/15/191	0073	0074	DATE	FR ACCT #

TO ACCT #

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03/15/19	0073	0075	AGENCY WITHHOLDING	57179.27
			TOTAL	
03/31/2019	0073	0074	PAYROLL	76652.42
03/31/2019	0073	0075	AGENCY WITHHOLDING	56948.27
			TOTAL	266,182.50

518 ; and

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WHEREAS, the Board of Education wishes to authorize interfund bank transfers during the month of **MARCH 2019** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
	0075	0078	Unemployment Trust	9.78
	0075	0078	Unemployment Trust	
	0075	2178	Flexible Spending Account	379.55
	0075	2178	Flexible Spending Account	
01/31/2019	0075	0073	Chapter 78	
	0075	0073	Chapter 78	

523

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	0075	0073	Dental	
01/31/2019	0073	0075	Back DCRP	
	0075	0073	Agency Correction	
	0075	2178	Flexible Spending Account	
	2178	0073	Flexible Spending Account – Service Fee	
			TOTAL	389.33

526 ; and

527
528 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
529 Burlington, State of New Jersey, that payment of bills on March 27, 2019 through April 16, 2019 check register are
530 hereby authorized; and

531
532 **BE IT FURTHER RESOLVED** that the Board of Education ratifies to prior issuance of the above listed hand
533 check(s) and transfer(s).

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-113

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S
 MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS
 [BOARD SECRETARY'S REPORT]
 FOR THE MONTH OF MARCH 2019 PURSUANT TO N.J.A.C. 6A:23-2:11.c)**

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

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548 **WHEREAS,** the Board of Education must certify that, to the best of its knowledge, no major account or fund
 549 has been over expended and that sufficient funds are available to meet the Springfield Township School District's
 550 financial obligations for the remainder to the 2018-2019 Fiscal Year; and
 551

552 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 553 Burlington, State of New Jersey that a certification are hereby given, after review of the Line Item Status Report,
 554 and upon consultation with the appropriate District officials, to the best of its knowledge no major account or fund
 555 has been over expended in violation of New Jersey statutes and code.
 556

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-114

**RESOLUTION APPROVAL OF THE REPORT OF THE
 TREASURER OF SCHOOL MONIES FOR February, 2019
 PURSUANT TO N.J.S.A. 18A:17-36**

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571 **WHEREAS,** N.J.S.A. 18:4-14 mandates that all public school districts utilize an accounting system that is
 572 consistent with generally accepted accounting principles; and
 573

574 **WHEREAS,** the Report of the Treasurer of School Monies serves as a mechanism that allows the treasurer to
 575 meet the requirements mandated by N.J.S.A. 18A:17-36 as it provides for an independent accounting of all cash
 576 transactions for a given period of time; and
 577

578 **WHEREAS,** Amy Lerner, Springfield Township Treasurer of School Monies, has submitted the attached report
 579 which has been distributed, reviewed and accepted by the Board of Education; and
 580

581 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 582 Burlington, State of New Jersey, that the **February, 2019** Report of the Treasurer of School Monies is hereby
 583 accepted and approved.
 584

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President						X		2

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3	Wade Hale		X	X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Muutaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 Not Voting due to Conflict. Quorum = 5

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RESOLUTION #18/ 19-RM-106-115

**RESOLUTION APPROVING THE AUTHORIZATION FOR THE RENEWAL AND NON-RENEWAL OF
 ANNUAL CONTRACTS FOR CERTAIN CERTIFICATED & NON-CERTIFICATED STAFF POSITIONS
 FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
 FOR THE 2019-2020 FISCAL YEAR
 WHICH TERM IS UNDERSTOOD TO RUN FROM JULY 1, 2019 to JUNE 30, 2020**

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WHEREAS, N.J.S.A. 18A:27-3 provides that teaching staff members may be employed and their salaries fixed and determined, under contracts, by a board of education for the period from July 1 of the year in which such board shall organize to the succeeding June 30, notwithstanding that the fiscal year of the district or of the municipally in which it is located is the calendar year; and

WHEREAS, the below listed individuals shall be offered contracts for the 2019-2020 school year:

RENEWAL OF TENURED CERTIFICATED TEACHING STAFF

Name	Position	FT/PT	Step 16/17	Salary 16/17
Angelastro, Amy	Teacher	FT	MA Step 18	\$84,200
Bencivengo, Jillian	Teacher	FT	BA Step 3 +9	\$54,950
Browning, Cathryn	LDTC	FT	MA Step 19	\$91,802
Bucko, Cheryl	Teacher	FT	BA Step 18	\$80,000
Carter, Patricia	Teacher	FT	MA Step 15	\$73,000
DeMinco, Jamie	Teacher	FT	MA Step 12	\$66,300

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Jarvela, Adam	Teacher	PT .7	BA Step 5	\$38,430
Kolev, Wendy	Teacher	FT	BA Step 14	\$65,200
Linton, Kelly	Teacher	FT	BA Step 18	\$80,000
Luyber, Jonathan	Teacher	FT	MA Step 15	\$73,000
McIntyre, Erica	Teacher	FT	MA Step 6	\$59,600
Pence, Heather	Teacher	FT	BA Step 8 +9	\$57,950
Pine, Barbara	Teacher	FT	BA Step 10	\$59,000
Ricciani, JoAnn	Nurse	FT	BA Step 10	\$59,000
Roats, Theresa	Teacher	FT	MA Step 3	\$58,100
Schleider, Justin	Teacher	PT .6	MA Step 7	\$36,060
Schweitzer, Rebecca	Social Worker	FT	MA Step 17	\$80,400

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Secouler, Sandra	Teacher	FT	BA Step 19	\$87,602
Seitz, Tracy	Teacher	FT	BA Step 19	\$87,602
Sepessy, Patricia	Teacher	FT	BA Step 19	\$87,602
Traino, Ashley	Teacher	FT	MA Step 10	\$63,200
Weir, Catherine	Teacher	FT	MA Step 10	\$63,200

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RENEWAL OF NON-TENURED CERTIFICATED TEACHING STAFF

Name	Position	FT/PT	Step 16/17	Salary 16/17
Bifulco, Bobbi Jo	Teacher	FT	BA Step 5 +27	\$58,050
Chavez, Marlo	Teacher	PT .4	BA Step 1	\$21,360
Csolak, Bridget	Teacher	FT	MA Step 5	\$59,100

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Shook, Dawn	Teacher	FT	BA Step 1 +27	\$56,550
Warner, Bryan	Teacher	PT .7	MA Step 1	\$40,320

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NON-RENEWAL OF NON-TENURED CERTIFICATED TEACHING STAFF

Name	Position	FT/PT	Step 16/17	Salary 16/17
Arico, Danielle	Teacher	FT	BA Step 1	\$53,400
Morales, April	Teacher	PT .5	BA Step 1	\$26,700 (pro-rata)

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RENEWAL OF NON-CERTIFICATED INSTRUCTIONAL STAFF

Name	Position	FT/PT	Step 16/17	Salary 16/17
Buffa, Denise	Instructional Assistant	FT	Step 8	\$22,885
Capra, Annette	Instructional Assistant	PT 4.75 hours	Step 7	\$15,536
Capra, Brielle	Instructional Assistant	PT 4.75 hours	Step 1	\$13,689
Gonzalez, Margaret	Instructional Assistant	PT 4.75 hours	Step 8	\$16,104
Guevara, Rachelle	Instructional Assistant	PT 4.75 hours	Step 1	\$14,889
Pollack, Kristin	Instructional Assistant	PT 4.75 hours	Step 1	\$13,689

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Zionce, Alyssa	Instructional Assistant	PT 4.75 hours	Step 1	\$13,689
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RENEWAL OF NON-CERTIFICATED, NON-TENURED CUSTODIAL & MAINTENANCE STAFF

Name	Position	FT/PT	Step 16/17	Salary 16/17
Knewasser, Joseph	Maintenance Worker	FT	Step 8	\$41,672
Polhamus, Danella	Custodian	FT	Off Guide	\$48,518*

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Swangler, Chelsea	Custodian	PT	Step 1	\$19,553
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619 **includes \$0.50 per hour full-time night custodian differential*

620 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 621 Burlington, State of New Jersey, that the Superintendent of Schools is directed to notify the individuals above
 622 mentioned by May 15 and that contracts shall be offered and executed for each approved individual.

623 **BE IT FINALLY RESOLVED** that all contract amounts are tentative pending negotiation of a successor agreement
 624 between the Springfield Township Board of Education and the Springfield Township Education Association.

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 627 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-116

**RESOLUTION APPROVING THE AUTHORIZATION FOR THE
 RENEWAL OF ANNUAL CONTRACTS FOR NON-ALIGNED STAFF POSITIONS FOR THE
 SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2019-2020 FISCAL YEAR
 WHICH TERM IS UNDERSTOOD TO RUN FROM
 JULY 1, 2019 to JUNE 30, 2020**

635 **WHEREAS**, the below listed individuals shall be offered contracts for the 2019-2020 school year:

RENEWAL OF NON-ALIGNED PERSONNEL

Name	Position	FT / PT	Salary 19/20
Clark, Sompong	Confidential Administrative Assistant to the Principal	FT	\$35,000*
Dudley, Cassidy	Confidential Administrative Assistant to the Superintendent	FT	\$49,921*
Vaughn, Craig	Chief School Administrator	FT	\$125,000

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 638 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 639 Burlington, State of New Jersey, that the Superintendent of Schools is directed to notify the individuals above
 640 mentioned by May 15 and that contracts shall be offered and executed for each approved individual.

641 **BE IT FINALLY RESOLVED** that all salary amounts marked with an asterisk (*) are tentative pending negotiation
 642 of successor agreements.

**Springfield Township Board of Education
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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-117

RESOLUTION APPROVING THE AUTHORIZATION TO ABOLISH A FULL-TIME POSITION

WHEREAS, the Board of Education will provide the professional staff necessary for the economical and efficient implementation of the educational program of the district; and,

WHEREAS, the Board reserves the right to abolish positions and reduce district staff commensurately whenever reasons of economy, reorganization of the school district, reduction in the number of pupils, or other good cause so warrant; and,

WHEREAS, the Superintendent shall continually review the efficiency and effectiveness of the district organization and recommend to the Board the abolishment of positions and the reallocation of duties and positions; and,

WHEREAS, a reduction in the number of pupils so warrants that the following position be abolished:

POSITION	FT / PT	POSITION CONTROL ROSTER NUMBER
Teacher of Health & Physical Education	FT	V-PE0001

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the position of Teacher of Health & Physical Education, full-time, be abolished.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-118

RESOLUTION APPROVING THE AUTHORIZATION TO ESTABLISH A PART-TIME POSITION

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675 **WHEREAS**, the Board of Education recognizes the value of physical activity in the development and maintenance
 676 of sound physical and mental health; and,

677 **WHEREAS**, accordingly, the Board directs the establishment, in accordance with law, and the New Jersey Student
 678 Learning Standards of a program of physical education and the enrollment therein of every pupil in attendance in the
 679 school, insofar as each is physically capable of participation; and

680 **WHEREAS**, each course will provide pupils with a regimen of physical exercise and activity, assist pupils in the
 681 development of physical skills and achievements, encourage pupils in a spirit of sharing and cooperation, and instill
 682 in pupils a life-long appreciation for physical activity; and,

683 **WHEREAS**, the successive courses of physical education will be so designed as to provide pupils with exposure to a
 684 variety of athletic and physical activities; and,

685 **WHEREAS**, in order to achieve such program and curricular goals, the Superintendent recommends the
 686 establishment of the following position:

POSITION	FT / PT	POSITION CONTROL ROSTER NUMBER
Teacher of Physical Education	PT	V-PE0002

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 688 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 689 Burlington, State of New Jersey, that the position of Teacher of Physical Education, part-time, be established.
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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-106-119

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**RESOLUTION APPROVING THE TRANSFER OF CERTAIN PERSONNEL OF
 THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT UNDER THE PROVISIONS OF
 THE AGREEMENT BETWEEN THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION AND
 THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION FOR THE 2019-2020 SCHOOL YEAR**

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WHEREAS, position control is a process to measure the current status of positions for personal services within the School District in order to analyze their fiscal impact on the whole budget year. The impact of a position is determined by actual expenditures from the beginning of a fiscal year plus amounts set aside to cover appointments to the position for the remainder of the fiscal year.; and

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WHEREAS, Article G. - TRANSFERRAL NOTIFICATION stipulates that the Superintendent shall notify individual teachers being transferred in grade level and/or classroom assignment for the following year on or before May 15th, if the budget passes. If the budget does not pass, said notification shall be made no later than one (1) week before the end of the school year. The Superintendent shall have the discretion to change the assignment after said notification in the event of teacher resignations, open positions or other reasonable cause; and,

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WHEREAS, the Superintendent of Schools has recommended the following transfer(s) of certain certified staff members:

EMPLOYEE	TRANSFER FROM PCN	TRANSFER FR ASSIGNMENT	TRANSFER TO PCN	TRANSFER TO ASSIGNMENT
Justin Schleider	V-PE0001	Teacher of Health & Physical Education (full-time)	V-PE0002	Teacher of Physical Education (part-time)

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Justin Schleider is transferred from the full time teacher of health & physical education position to the part time teacher of physical education position effective September 1, 2019; and,

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BE IT FURTHER RESOLVED that the compensation for subject employee is revised in accordance with Resolution #18/19-RM-106-115 reflecting a transfer from full-time to part-time employment.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-106-120

729

RESOLUTION AMENDING THE RATE OF PAY FOR A SUBSTITUTE TEACHER

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WHEREAS, district policy 3125.2 provides procedures for the employment of substitute teachers in order to ensure continuity in the instructional program; and,

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WHEREAS, in the event that one individual employed pursuant to the provisions of N.J.S.A. 18A:16-1.1b. is employed in the same position for more than sixty days, the substitute shall be compensated by the school district on a pro-rata basis consistent with the salary provided to a teacher with similar credentials in the school district; and,

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WHEREAS, the substitute employee identified below shall meet the criteria as provided by N.J.S.A. 18A:16-1.1c. and N.J.A.C. 6A:9B-7.4(b) applicable to the indicated dates:

SUBSTITUTE EMPLOYEE	VACANT POSITION PCR #	CURRENT RATE OF PAY	REVISED RATE OF PAY	EFFECTIVE DATES
Stefanie Pagone	V-MDT002	\$85 per diem	\$288	4/1/19 - 6/19/19

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NOW, THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the employee identified shall be compensated at the rate of pay commensurate with the provided credentials; and,

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BE IT FURTHER RESOLVED that the Business Administrator has certified funds in accordance with revised rate of pay for said employee.

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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President						X		2
3	Wade Hale			X					3
4	Gregory Madia		X	X					4
5	Michael Ramalho	X		X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Muutaugh-Frey			X					8

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9	Kristen Lippincott, President			X					9
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744 Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 745 Not Voting due to Conflict. Quorum = 5
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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-121

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD
 TO EXECUTE A PROFESSIONAL SERVICES CONTRACT
 FOR THE SERVICES OF A TREASURER OF SCHOOL MONIES**

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 758 **WHEREAS**, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school
 759 contracts and professional services; and

760 **WHEREAS**, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a
 761 person authorized by law to practice as regulated by law and the performance of which services requires knowledge
 762 of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study
 763 as distinguished from general academic instruction or apprenticeship and training. Professional services also means
 764 services rendered in the performance of work that is original and creative in character in a recognized field of artistic
 765 endeavor; and

766 **WHEREAS**, the Township of Springfield Board of Education recognizes the need for the professional services of a
 767 treasurer of school monies; and

768 **WHEREAS**, Amy Lerner is duly qualified by experience and qualifications to perform the professional services
 769 stipulated in this Resolution; and

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

772 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 773 Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a
 774 contract for professional services with Amy Lerner in an amount not-to-exceed five thousand five hundred eighty
 775 dollars (\$5,580) for the period of time from July 1, 2019 to June 30, 2020, and

776 **BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to
 777 the Board shall publish a legal notice of the award of this professional services contract and ensure that the awarding
 778 Resolution is available for public inspection at the Office of the Business Administrator/Secretary to the Board
 779 during normal business hours.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-122

**RESOLUTION APPROVING INDOOR AIR QUALITY DESIGNEE FOR THE TOWNSHIP OF
SPRINGFIELD SCHOOL DISTRICT PURSUANT TO N.J.A.C. 12:100-13**

WHEREAS, pursuant to N.J.A.C. 12:100-13 an employer shall identify a designated person who is given the responsibility to assure compliance with N.J.A.C. 12:100-13 and assure that the designated person is familiar with the requirements of this subchapter and that the designated person shall assure that Code requirements are implemented and documented; and

WHEREAS, the Superintendent of Schools makes the recommendation that the Indoor Air Quality Designee for the 2019-2020 school year shall be Joe Knewasser, Interim Educational Facilities Manager; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that Joe Knewasser, Interim Educational Facilities Manager, be appointed as the Indoor Air Quality Designee for the Township of Springfield School District for the period of time from July 1, 2019 to June 30, 2020 and

BE IT FURTHER RESOLVED that there shall be no additional compensation granted to the incumbent in his/her capacity as Interim Educational Facilities Manager for the designation as Indoor Air Quality Designee.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-106-123

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**RESOLUTION APPOINTING AN INTEGRATED PEST MANAGEMENT COORDINATOR FOR THE
SPRINGFIELD TOWNSHIP SCHOOL DISTRICT PURSUANT TO THE NEW JERSEY SCHOOL
INTEGRATED PEST MANAGEMENT ACT OF 2002**

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WHEREAS, the New Jersey School Integrated Pest Management Act of 2002 requires the superintendent of the school district, for each school in the district, the board of trustees of a charter school, and the principal or lead administrator of a private school, as appropriate, to implement Integrated Pest Management (IPM) procedures to control pests and minimize exposure of children, faculty, and staff to pesticides; and

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WHEREAS, the Board of Education wishes designate an integrated pest management coordinator who shall be responsible for the implementation of the school integrated pest management policy; and

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Joe Knewasser, Interim Educational Facilities Manager, is hereby appointed as Integrated Pest Management Coordinator for the 2019-2020 school year; and

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BE IT FURTHER RESOLVED that the Integrated Pest Management Coordinator shall be responsible for ensuring the School District’s compliance with the New Jersey School Integrated Pest Management Act of 2002; and

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BE IT FINALLY RESOLVED that there shall be no additional compensation granted to the incumbent in his capacity as Interim Educational Facilities Manager for the designation as the Integrated Pest Management Coordinator.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-106-124

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**RESOLUTION APPROVING AHERA COORDINATOR DESIGNEE FOR THE TOWNSHIP OF
SPRINGFIELD SCHOOL DISTRICT PURSUANT TO 40 CFR PART 763 SUBPART E**

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WHEREAS, pursuant to the Code of Federal Regulations (CFR) 40 Part 763.84 Subpart E, each local education agency shall ensure that the certain activities and requirements for recordkeeping, training, notifications and warnings are completed as specified in the asbestos management plan and that the agency shall designate a person, who shall receive adequate training to perform duties to ensure that requirements under this section are properly implemented; and

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WHEREAS, the Superintendent of Schools makes the recommendation that the AHERA Coordinator Designee for the 2019-2020 school year shall be the Interim Educational Facilities Manager; and

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that Joe Knewasser, Interim Educational Facilities Manager, be appointed as the AHERA Coordinator Designee for the Township of Springfield School District for the period of time from July 1, 2019 to June 30, 2020; and

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BE IT FURTHER RESOLVED that there shall be no additional compensation granted to the incumbent in his capacity as Interim Educational Facilities Manager for the designation as AHERA Coordinator Designee.

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864 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

865 **RESOLUTION #18/19-RM-106-125**

866 **RESOLUTION APPROVING THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS**
867 **FOR THE APPOINTMENT OF THE DISTRICT HOMELESS LIAISON FOR THE TOWNSHIP OF**
868 **SPRINGFIELD SCHOOL DISTRICT PURSUANT TO N.J.A.C. 6:3-8-5**

869 *WHEREAS*, N.J.A.C. 6:3-8.5 provides that a district homeless liaison shall be appointed who shall have the
870 responsibility for all homeless children who reside temporarily in the school district as well as those who were
871 residents of the district when they became homeless; and

872 *WHEREAS*, the Superintendent of Schools makes the recommendation that the District Homeless Liaison for the
873 2019-2020 school year shall be Rebecca Schweitzer; and

874 *NOW, THEREFORE, BE IT RESOLVED* by the Township of Springfield Board of Education, County of
875 Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that Rebecca
876 Schweitzer be appointed as the District Homeless Liaison for the Township of Springfield School District for the
877 period of time from July 1, 2019 to June 30, 2020; and

878 *NOW, THEREFORE, BE IT FURTHER RESOLVED* that there shall be no additional compensation granted to
879 the incumbent in her capacity as Social Worker for the designation as the District Homeless Liaison.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-106-126

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**RESOLUTION APPROVING THE APPOINTMENT OF AN ATTENDANCE OFFICER OF THE
SPRINGFIELD TOWNSHIP SCHOOL DISTRICT PURSUANT TO N.J.S.A. 18A:38-32**

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WHEREAS, N.J.S.A. 18A:38-32 provides that the board of education of each school district shall appoint a suitable number of qualified persons to be designated as attendance officers and shall affix their compensation; and

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WHEREAS, Township of Springfield Board of Education, County of Burlington, State of New Jersey recommends Craig Vaughn for appointment to the position of Attendance Officer.

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that a contract shall be issued for the Attendance Officer for the period of time from July 1, 2019 to June 30, 2020.

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NOW, THEREFORE, BE IT RESOLVED that there shall be no additional compensation granted to the incumbent in his capacity as Principal for the designation as the Attendance Officer.

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RESOLUTION #18/19-RM-106-127

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**RESOLUTION DESIGNATING THE APPOINTMENT OF AN
AMERICANS WITH DISABILITIES (ADA) COORDINATOR
TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION**

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WHEREAS, If a public entity has fifty (50) or more employees, it is required to designate at least one(1) responsible employee to coordinate Americans with Disabilities Act (hereinafter “ADA”) compliance. A government entity may elect to have more than one (1) ADA Coordinator. Although the law does not refer to this person as an ADA Coordinator, this term is commonly used in state and local governments across the country; and

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WHEREAS, the ADA Coordinator is responsible for coordinating the efforts of the government entity to comply with Title II and investigating any complaints that the entity has violated Title II. The name, office address, and telephone number of the ADA Coordinator must be provided to interested persons; and

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WHEREAS, the Superintendent of Schools recommends the appointment of Craig Vaughn as Americans with Disabilities Coordinator for the 2019-2020 school year; and

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the Superintendent of Schools recommendation of Craig Vaughn as Americans with Disabilities Coordinator for the 2019-2020 school year is hereby approved; and

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914 **BE IT FINALLY RESOLVED** that the designee shall serve in the capacity without additional compensation above
915 his contracted salary for the functions of the position.

916 *****

917 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

918 **RESOLUTION #18/19-RM-106-128**

919 **RESOLUTION DESIGNATING AN AFFIRMATIVE ACTION OFFICER – INSTRUCTIONAL**
920 **PROGRAMS SPRINGFIELD TOWNSHIP SCHOOL DISTRICT PURSUANT TO N.J.A.C. 6:4-1.1 ET**
921 **SEQ. AND BOARD OF EDUCATION POLICY 1550 FOR THE 2019-2020 SCHOOL YEAR**

922 **WHEREAS**, N.J.A.C. 6:4-1.3 requires that each local school district designate a member of its professional staff as
923 the affirmative action officer to coordinate and implement the district's efforts to comply. The progress of the district
924 in complying shall be reported by the superintendent to the board of education as it shall require; and

925 **WHEREAS**, the Superintendent of Schools recommends the approval of the designation of the below individual as
926 the School District's Affirmative Action Officer – Instructional Programs for the 2019-2020 school year.

927 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
928 Burlington, State of New Jersey, that Craig Vaughn, Principal, is hereby designated as the Affirmative Action
929 Officer – Instructional Programs ; and

930 **BE IT FURTHER RESOLVED** that there shall be no additional compensation granted to the incumbent in his
931 capacity as Principal for the designation as Affirmative Action Officer – Instructional Programs.

932 *****

933 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION
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935 **RESOLUTION #18/19-RM-106-129**

936 **RESOLUTION DESIGNATING AN AFFIRMATIVE ACTION OFFICER – EMPLOYMENT AND**
937 **CONTRACT PRACTICES SPRINGFIELD TOWNSHIP SCHOOL DISTRICT PURSUANT TO N.J.A.C.**
938 **6:4-1.1 ET SEQ. AND BOARD OF EDUCATION POLICY 1550 FOR THE 2019-2020 SCHOOL YEAR**

939 **WHEREAS**, N.J.A.C. 6:4-1.3 requires that each local school district designate a member of its professional staff as
940 the affirmative action officer to coordinate and implement the district's efforts to comply. The progress of the district
941 in complying shall be reported by the superintendent to the board of education as it shall require; and

942 **WHEREAS**, Policy 1550 details the responsibilities required for the administration of the Affirmative Action
943 Program as it is particular to Employment and Contract Practices.

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944 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
945 Burlington, State of New Jersey, that Craig Vaughn, Chief School Administrator, is hereby designated as the
946 Affirmative Action Officer - Employment and Contract Practices; and

947 **BE IT FURTHER RESOLVED** that there shall be no additional compensation granted to the incumbent in his
948 capacity as Chief School Administrator for the designation as Affirmative Action Officer – Employment and
949 Contract Practices for the 2019-2020 school year.

950 ***** ***** *****

951 **RESOLUTION #18/19-RM-106-130**

952 **RESOLUTION DESIGNATING THE APPOINTMENT OF A DISTRICT TEST COORDINATOR AND**
953 **THE SCHOOL COORDINATOR FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**
954 **FOR THE 2019-2020 SCHOOL YEAR**

955 **WHEREAS**, the Board of Education understands that state mandated testing protocol requires the designation of a
956 district-wide test coordinator and individual school coordinator; and

957 **WHEREAS**, the general requirements for each position are below delineated and it is understood that additional
958 duties may be required for specific tests:
959
960

961 **DISTRICT TEST COORDINATOR**

- 962 1. Serves as the district contact person for all testing
963 2. Maintains test security and notification for any missing materials
964 3. Organizes and conducts school coordinator training sessions
965 4. Receives and distributes all test materials to school coordinators
966 5. Serves as a resource to the school coordinators throughout testing periods
967 6. Monitors test administration to verify that prescribed procedures are used
968 7. Directs collection of test materials from schools
969 8. Arranges for required signatures and return of testing materials including security forms

970
971 **SCHOOL COORDINATOR**

- 972 1. Conducts all necessary scheduling and training within the school]
973 2. Serves as school contact person for all test administration plans and procedures
974 3. Maintains test security and notification of materials lost and shortages
975 4. Attends school coordinator training
976 5. Selects examiners and proctors
977 6. Schedules and conducts training sessions for examiners
978 7. Advises proctors of their duties and responsibilities
979 8. Makes advance announcements concerning testing
980 9. Schedules and test locations and sessions
981 10. Receives and inventories all test materials from district test coordinator
982 11. Establishes and maintains test security procedures
983 12. Distributes test materials to examiners
984 13. Prepares roster of students to be tested
985 14. Supervises preparation of answer folders

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- 986 15. Supervises testing and ensures proper test administration procedures
987 16. Receives test materials from examiners
988 17. Verifies that answer folder was completed for each student tested
989 18. Reviews answer folder to verify accuracy of student information
990 19. Completes test forms and make-up test administration
991 20. Returns all test materials to district test coordinator ; and
992

993 ***NOW, THEREFORE, BE IT RESOLVED*** by the Township of Springfield Board of Education, County of
994 Burlington, State of New Jersey that Craig Vaughn has been appointed as the District/School Test Coordinator for
995 the 2019-2020 school year.

- 996
997 13. Prepares roster of students to be tested
998 14. Supervises preparation of answer folders
999 15. Supervises testing and ensures proper test administration procedures
1000 16. Receives test materials from examiners
1001 17. Verifies that answer folder was completed for each student tested
1002 18. Reviews answer folder to verify accuracy of student information
1003 19. Completes test forms and make-up test administration
1004 20. Returns all test materials to district test coordinator ; and
1005

1006 ***NOW, THEREFORE, BE IT RESOLVED*** by the Township of Springfield Board of Education, County of
1007 Burlington, State of New Jersey that Craig Vaughn has been appointed as the District/School Test Coordinator for
1008 the 2019-2020 school year.

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1010 **RESOLUTION APPROVING THE CHEMICAL HYGIENE OFFICER DESIGNEES**

1011 **RESOLUTION #18/19-RM-106-131**

1012 **FOR THE**
1013 **TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT PURSUANT TO 29 CFR PART 1910.1450**
1014

1015 ***WHEREAS***, pursuant to Code of Federal Regulations (CFR) 29 Part 1910.1450, an employer shall develop and
1016 implement a written program which sets forth procedures, equipment, personal protective equipment and work
1017 practices that are capable of protecting employees from the health hazards presented by hazardous chemicals used in
1018 that particular workplace; and

1019 ***WHEREAS***, pursuant to CFR 29 Part 1910.1450(e) a Chemical Hygiene Officer shall be designated by the
1020 employer who is a qualified employee by training or experience to provide technical guidance in the development
1021 and implementation of the provisions of the Chemical Hygiene Plan; and

1022 ***WHEREAS***, the Superintendent of Schools makes the recommendation that the Chemical Hygiene Officer
1023 Designees for the 2019-2020 school year shall be the Joe Knewasser, Interim Educational Facilities Manager; and

1024 ***NOW, THEREFORE, BE IT RESOLVED*** by the Township of Springfield Board of Education, County of
1025 Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that be appointed as

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1026 the Joe Knewasser, Interim Educational Facilities Manager for the Township of Springfield School District for the
 1027 period of time from July 1, 2019 to June 30, 2020.

1028 *****

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 1030 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

1031 **RESOLUTION #18/19-RM-106-132**

1032 **RESOLUTION APPROVING THE RIGHT TO KNOW DESIGNEE FOR THE**
 1033 **TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT PURSUANT TO N.J.A.C. 8:59**
 1034

1035 **WHEREAS**, pursuant to N.J.A.C. 8:59 each local education agency shall ensure that the certain activities and
 1036 requirements for recordkeeping, training, notifications and warnings are completed as specified in the Worker and
 1037 Community Right to Know Act and that the agency shall designate a person to ensure that requirements under this
 1038 section are properly implemented; and

1039 **WHEREAS**, the Superintendent of Schools makes the recommendation that the Right to Know Designee for the
 1040 2019-2020 school year shall be the Joe Knewasser, Interim Educational Facilities Manager; and

1041 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 1042 Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that Joe Knewasser,
 1043 Interim Educational Facilities Manager be appointed as the Right to Know Designee for the Township of Springfield
 1044 School District for the period of time from July 1, 2019 to June 30, 2020.

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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President						X		2
3	Wade Hale	X		X					3
4	Gregory Madia		X	X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Muutaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 Not Voting due to Conflict. Quorum = 5

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1052 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

1053 **RESOLUTION #18/19-RM-106-133**

1054 **RESOLUTION APPROVING TRAVEL AND RELATED EXPENSE REIMBURSEMENT**
1055 **& RETROACTIVELY APPROVING TRAVEL & RELATED EXPENSES**
1056 **FOR SPRINGFIELD TOWNSHIP SCHOOL DISTRICT EMPLOYEES**
1057 **PURSUANT TO P.L. 2007, C.53 AND BOARD OF EDUCATION POLICY #6471**
1058

1059 **WHEREAS,** Public Law 2007, c.53 provides for the regulation of travel expenditures which are those
1060 costs paid by the school district using local, State, or federal funds, whether directly by the school district
1061 or by employee reimbursement, for travel by school district employees and district board of education
1062 members, to the following four types of travel events:

1063 [1] training and seminars which means all regularly scheduled, formal residential and non-residential
1064 training functions, conducted at a hotel, motel, convention center, residential facility, or at any educational
1065 institution or facility;

1066 [2] conventions and conferences which means general programs, sponsored by professional
1067 associations on a regular basis. Which address subjects of particular interest to a school district or are
1068 convened to conduct association business. The primary purpose of employee attendance at conferences
1069 and conventions is the development of new skills and knowledge or the reinforcement of those skills and
1070 knowledge in a particular field related to school district operations. These are distinct from formal staff
1071 training and seminars, although some training may take place at such events;

1072 [3] regular school district business which means all regular official business travel, including
1073 attendance at meetings, conferences and any other gathering which are not covered by the definitions
1074 included in other section of P.L. 2007, c.53;

1075 [4] retreats which means meetings with school district employees and school board members, held
1076 away from the normal work environment at which organizational goals and objectives are discussed. If
1077 available, school district facilities shall be utilized for this type of event.

1078 ; and

1079 **WHEREAS,** a board of education implemented Policy #6471 which regulates travel expenditures for
1080 School District employees and school board members that are in accordance with P.L. 2007, c.53;

1081 **WHEREAS,** each district board of education shall maintain separate accounting for school district
1082 travel expenditures as necessary, to ensure compliance with the school district's maximum travel
1083 expenditure amount. This may include, but need not be limited to, a separate offline accounting of such
1084 expenditures or expanding the school district's accounting system. The tracking system shall be
1085 sufficient to demonstrate compliance with P.L. 2007, c.53 and Board of Education Policy #6471, and shall
1086 provide auditable information;

1087 **WHEREAS,** the below listing has been submitted for approval by the Board of Education:

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Employee Name	Arlene Biesiada	Craig Vaughn		
District Assignment	Interim Business Administrator	Superintendent		
Travel Date(s)	June 5 & 6, 2019	May 14, 2019		
Travel Destination	Atlantic City	Trenton		
Travel Type	Car	Car		
Sponsoring Entity	NJ School Business Officials Association	NJ School Boards Association		
Event Description	NJ SBO Conference	Tenure Rights Workshop		
Funding Source	Business Office Workshop Registration	CSA Workshop Registration		
Account Series	11-000-251-580-000-280-0	11-000-223-500-050-280-0		
Registration Fee	NC	\$199		
Meal Allowance	0	0		
Mileage Estimate	0	\$10.85		

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Tolls & Other Transportation	0	0		
Hotel/Motel Rate	250.00	0		
Miscellaneous Exp (Parking)	0	0		
TOTAL	\$250.00	\$209.85		

1089

1090 **WHEREAS**, the following Board of Education comments and/or discussion was had, if any, on the
 1091 matter of this Resolution:

1092 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 1093 Burlington, State of New Jersey, that the above delineated travel expenses are hereby approved.

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-134

1098

**RESOLUTION APPROVING BOARD OF EDUCATION 2018/2019
 POLICY, BYLAWS AND REGULATION REVISIONS
 UPON FIRST READING AND INTRODUCTION**

1099
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1103 **WHEREAS**, the procedures shall conform, in all respects, to the bylaws of the Board of Education
 1104 concerning agenda and meetings. The procedures shall provide a means whereby all interested parties in
 1105 the school community may submit proposals for additions and amendments to the school district
 1106 governance manual, and may contribute opinions and information for the Board's consideration; and,

1107 **WHEREAS**, the policy coordinator shall ascertain any conflicts between proposed and existing policies
 1108 and bring them to the attention of the Board of Education at the first reading of the draft. Policies may be
 1109 adopted on second reading by a majority vote of the members of the Board of Education present and
 1110 voting or may be further revised until consensus is reached; and

1111 **WHEREAS**, the following is the first reading for introduction of the policies & regulations, which include:

File	Name
------	------

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Code	
P 2415.06	Unsafe School Choice Option
R 2460.8	Special Education – Free and Appropriate Public Education
R 5530	Substance Abuse
P&R 5611	Removal of Students for Firearms Offenses
P&R 5612	Assaults on District Board of Education Members or Employees
P&R 5613	Removal of Students for Assaults with Weapons Offenses
P&R 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses

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 1113 ***NOW, THEREFORE, BE IT RESOLVED*** that the policies and/or amendments included in the said
 1114 policies and regulation listed above, are hereby approved upon **first reading and introduction.**

1115 ***** ***** *****

1116 The above resolution was tabled due to the Committee unable to review.
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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-135

**RESOLUTION AUTHORIZING THE SUBMISSION OF THE
 COMPREHENSIVE EQUITY PLAN FOR 2019-2022**

1123
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 1127 ***WHEREAS***, in accordance with N.J.A.C. 6A:7, Managing for Equality and Equity in Education, all school
 1128 districts and charter schools are required to develop a three-year Comprehensive Equity Plan. (CEP),
 1129 and;

1130 ***WHEREAS***, the purpose of the CEP is to identify and, if necessary, correct policies, programs, practices,
 1131 and conditions that may be inequitable, and;

1132 ***WHEREAS***, the school district or charter school must have an Affirmative Action Team (AAT) led by the
 1133 Affirmative Action Officer (AAO) to conduct a Needs Assessment and, if necessary, create a plan to
 1134 address areas identified for improvement in the Needs Assessment, and;

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1135 **WHEREAS**, the completed Needs Assessment has to be submitted to the County Office as part of the
1136 documentation that accompanies the CEP.

1137 **NOW, THEREFORE, BE IT RESOLVED**, by the Township of Springfield Board of Education, County of
1138 Burlington, State of New Jersey that the Affirmative Action is hereby authorized to submit the three-year
1139 comprehensive equity plan for the year 2019 through 2022.

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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President						X		2
3	Wade Hale			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho		X	X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Murtaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum = 5

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-106-136

**RESOLUTION CERTIFYING THAT MONTHLY FIRE AND SCHOOL SECURITY DRILLS
HAVE BEEN CONDUCTED IN ACCORDANCE WITH N.J.S.A. 18A:41-1**

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WHEREAS, N.J.S.A. 18A:41-1 requires that school administrators shall organize and conduct at least one fire drill and one school security drill each month within the schools hours, including any summer months during which the school is open for instructional programs; and

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WHEREAS, all teachers of all schools, whether occupying buildings of one or more stories, shall keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill; and

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1159 **WHEREAS,** during the academic year, schools are required to hold a minimum of two of each of the
1160 following security drills: Active Shooter; Evacuation (non-fire); Bomb Threat; and Lockdown; and

1161 **WHEREAS,** districts are required to annually submit the “Security Drill Statement of Assurance:
1162 provided by the Department of Education to their county office of education by June 30 of each year; and

1163 **WHEREAS,** the “Security Drill Record Form” provided by the Department of Education shall be
1164 completed by all schools and retained at the district level. The following information is required:

- 1165 1. Date and time;
- 1166 2. Type (specify what was drilled);
- 1167 3. Duration;
- 1168 4. Weather conditions;
- 1169 5. Participants (i.e. students, staff, faculty, law enforcement, fire);
- 1170 6. Brief description of what occurred and procedures followed.
- 1171 ; and

1172 **WHEREAS,** the following is a summary table of the fire and school security drills recently conducted in
1173 the School District during the month of March 2019:

Date / Time	Friday 3/14/19 12:50 PM	Thursday 3/21/19 11:34 AM
Type of Drill	Fire Drill	Lockdown
Duration of Drill	2:55	5:04
Weather Conditions	Sunny 50’s	Rainy 40’s
Participants	Staff/Students	Staff/Students
Drill Supervisor	C. Vaughn	C. Vaughn

1174 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
1175 Burlington, State of New Jersey, that it hereby certifies that the above monthly fire and school security
1176 drills have been conducted in accordance with N.J.S.A. 18A:41-1.

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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs	X		X					1
2	Andrew Eaton, Vice President						X		2

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3	Wade Hale			X					3
4	Gregory Madia		X	X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Murtaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

1178 Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 1179 Not Voting due to Conflict. Quorum = 5
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 1182 **BOARD FORUM**

1183 **None**

1184 **UNFINISHED BUSINESS**

1185 **None**

1186 **NEW BUSINESS**

1187 **None**

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

1189
 1190 None

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MOTION TO ADJOURN	TIME	7:35 P.M.
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 1198 ***** *CERTIFICATION OF THE BOARD SECRETARY* *****
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1200 **IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township
 1201 Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, January 15,**

**Springfield Township Board of Education
 Jobstown, NJ 08041
 Tuesday April `16 2019
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1202 **2019** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New
 1203 Jersey.
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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President						X		2
3	Wade Hale	X		X					3
4	Gregory Madia			X					4
5	Michael Ramalho		X	X					5
6	Gary Walker			X					6
7	Jason Angello						X		7
8	Ashleigh Murtaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 Not Voting due to Conflict. Quorum = 5

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Respectfully submitted,

SPRINGFIELD TOWNSHIP
 BOARD OF EDUCATION

 Arlene Biesiada
 Secretary to the Board

{SEAL}