

**Springfield Township Board of Education
 Jobstown, NJ 08041
 Tuesday May 21, 2019
 Minutes – Regular Meeting – 141**

CALL TO ORDER	TIME	7:00P.M.
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A **Regular Meeting** of the Springfield Township Board of Education was held on **Tuesday, May 21, 2019** at **7:00 p.m.** in the Springfield Elementary School **Media Center**.

PUBLIC NOTICE

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

PLEDGE OF ALLEGIANCE

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

ROLL CALL OF BOARD MEMBERS AND STAFF

	Board of Education Member	Present	Late	Absent	
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

Others present:

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

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SCHOOL AND COMMUNITY PRESENTATIONS

26 The American Legion presented awards to three students, Damian Otto, Jayden Mendoza and Angelina
 27 Marino who were winners of the County coloring contest on patriotism.

28
 29 Mr. Vaughn reported on the 2018-19 QSAC Placement results. The district is evaluated every three
 30 years on Instruction and Programs, Fiscal Management, Governance, Operations and Personnel. The
 31 district did not pass Governance and Mr. Vaughn had to provide the County with a Corrective Action Plan
 32 .
 33

COMMITTEE UPDATES

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 35 POLICY COMMITTEE – Mr. Bucs stated the committee did not meet in person. He would like to table it
 36 this evening to work on language. The first reading of the policies, he would like to have approved at the
 37 June12 work session meeting.

38 NEGOTIATIONS/SUSTAINABILITY COMMITTEE – Mr. Andrew Eaton reported that the Sustainability
 39 Committee met last week and there was a good turnout. It was an hour long meeting. There were
 40 questions about negotiations and reduction in State aid. He would like to clarify numbers on negotiations
 41 at tonight’s meeting. Mr. Eaton reported on the period from January, 2017 through May, 2019 and how it
 42 progressed from Ground rules to fact finding in the 22 month period. The Board expects to have a
 43 response from the January 22, 2019 fact finding meeting by the end of this month.

44
 45 Mr. Madia made a motion to close all discussion on negotiations, seconded by Mr. Walker with the
 46 following vote:
 47

	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		5
6	Gary Walker		X	X					6
7	Jason Angello						X		7
8	Ashleigh Murtaugh-Frey			X					8
9	Kristen Lippincott, President				X				9

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

50
 51 **Motion Failed**
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PUBLIC COMMENT #1 – SHALL NOT EXCEED THIRTY (30) MINUTES

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54 *Before a matter is placed on the agenda, Administration has thoroughly reviewed it. Board*
55 *Members preview the agenda items five days prior to the meeting and discuss questionable items with*
56 *the Superintendent.*

57 *The Springfield Township BOE welcomes public comment during our public meetings. Public*
58 *comment is not a question and answer session. Notwithstanding, members of the Administration and/or*
59 *Board members may, with approval, choose to answer questions raised during public comment periods.*
60 *If a response is requested, please provide your contact information on the sign-in sheet or contact the*
61 *Administration separately.*

62 *Statements are limited to two, three minute time periods for a total of six minutes on any one*
63 *topic. Public Comment #1 is reserved for agenda specific comments or statements and shall not exceed*
64 *thirty (30) minutes. Public Comment #2 is for general comments or statements.*
65

66 Mrs. Secouler resents the comments that if you do not live in Springfield, you do not care about the
67 school and students.

68
69 Mrs. Linton wished to update the public on a few issues in negotiations. The savings on health care
70 amounted to \$1.11 per month. The Board is pointing fingers and blaming the teachers. She stated that
71 in the ground rules, there was to be no public disclosure and yet the Board violated this agreement.

72
73 Mrs. Andrea Batchler stated that in previous years, the Board had their lawyer present during negotiations
74 and discussion was never shared with the public.

75
76 Mr, Hale stated that there was no ban on disclosure in the initial proposal.

77
78 Mrs. McIntyre asked what result was the Board hoping for in the disclosure to the community?

79
80 Mr. Hamm Kolev asked how many parents were on the Sustainability Committee? He also asked about
81 IDEA and Title I grants and if any unspent money was to be returned to the State.

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CORRESPONDENCE

84
85 Mr. Vaughn received a letter of resignation from an Instructional Aide.

86

SUPERINTENDENT UPDATE & IMPORTANT DATES
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87
88 The State testing is finished with 100% participation. Last Thursday night, many Springfield community,
89 staff and students attended the Trenton Thunder's game. June 1st, is the Home School's June Frolic from
90 12-5.

APPROVAL OF MINUTES

91
92 **WORK SESSION - Wednesday, April 10th, 2019**
93 **EXECUTIVE SESSION – Wednesday, April 10, 2019**
94 **REGULAR MEETING - Tuesday, April 16, 2019**

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BUDGET HEARING, Wednesday, May 1, 2019

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, May 21, 2019** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	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 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

SUPERINTENDENT’S REPORT (ENROLLMENT & HIB REPORT)

A. ACCEPTING ENROLLMENT STATISTICS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-141-102

**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
 AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF APRIL 2019**

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

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

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

Expense Account #	Grade Level/Program	Count June 30, 2018	Count <u>April 30, 2019</u>	Difference
1-105-100-101-101-105	Pre-School Regular	20	19	-2
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	Preschool 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	229	0
May 2019		
June 2019		
July 2019		

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RESOLUTION #18/19-141-103

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF APRIL 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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools reports the results of the following harassment, intimidation or bullying incidents for the month of APRIL 2019:

School Location	# of Cases Reported	# of Cases Confirmed
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Springfield Elementary School	1	0

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1	Joseph Bucs			X					1
2	Andrew Eaton, Vice President		X	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
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

RESOLUTION #18/19-RM-141-104

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD
 TO EXECUTE TECHNICAL SERVICES AGREEMENT
 FOR BUDGETARY ACCOUNTING & PAYROLL SYSTEMS
 WITH THE ASBURY PARK BOARD OF EDUCATION
 FOR THE 2019-2020 SCHOOL YEAR**

WHEREAS, N.J.S.A. 18A:18A-14.2 provides that any board of education may contract or lease provide electronic data processing services for the board of education of another school district, and may undertake with such other board of education the joint operation of electronic data processing of their several official records and other information relative to their official activities, services and responsibilities; and

WHEREAS, the Township of Springfield Board of Education, Burlington County, has developed and maintained a contractual relationship with the Asbury Park ITC, Asbury Park, New Jersey, pursuant to N.J.S.A. 18A:18A-14.2 and wishes to renew said contracts as a cost effective way to provide basic electronic data processing for the School District.

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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 the below contract agreements, for the period of July 1, 2018 to June 30, 2019, with Asbury Park ITC, Asbury Park, New Jersey for the following services in the amounts indicated:

SERVICE	AMOUNT
Annual License Fee – Budgetary Accounting System (BAS)	3880.00
Annual License Fee – Payroll/Personnel System (PPS)	3880.00
TOTAL CONTRACTED SERVICES	7760.00

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CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-251-340-000-432-0	
Account Title	BUS OFF FINANCE SRV	
Certification Date	May 21, 2019	

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Beginning Balance		3880.00
Contract Encumbrance Account		-3880.00
Ending Balance		0.00

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Fiscal Notes:

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-251-340-000-433-0	
Account Title	BUS OFF PAYROLL SRV	
Certification Date	May 21, 2019	
Beginning Balance		3880.00
Contract Encumbrance Account		-3880.00
Ending Balance		0.00

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Fiscal Notes:

Arlene Biesiada
Business Administrator/Board Secretary
 ***** ***** *****

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-141-105

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD
TO EXECUTE A PROFESSIONAL SERVICES CONTRACT
FOR SUBSTITUTE NURSING SERVICES WITH BAYADA PEDIATRICS
FOR THE 2019-2020 SCHOOL YEAR**

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

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

WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of substitute nursing; and

WHEREAS, BAYADA PEDIATRICS, 521 Fellowship Road, Mt Laurel NJ 08054, is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution; and

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 BAYADA PEDIATRICS of Mt Laurel, New Jersey, in an amount not-to-exceed fifty five dollars (\$55) per hour; and

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

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CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT

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Account Number	11-000-213-100-050-104-0	
Account Title	NURSE SUB PAY	
Certification Date	May 21, 2019	
Beginning Balance		\$2,500.00
Contract Encumbrance Account		(2,500.00)
Ending Balance		\$0.00

Fiscal Notes:

 Arlene Biesiada
 Business Administrator/Board Secretary

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-141-106

**RESOLUTION AUTHORIZING THE PRESIDENT AND
 THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
 TO EXECUTE A CONTRACT FOR EDUCATIONAL SERVICES
 WITH THE BURLINGTON COUNTY EDUCATIONAL SERVICES UNIT
 FOR THE 2019-2020 SCHOOL YEAR**

WHEREAS, certain students of the Township of Springfield School District have Individualized Education Programs (hereinafter "I.E.P.") which requires the Township of Springfield Board of Education to purchase educational services from certain qualified professionals; and

WHEREAS, the EDUCATIONAL SERVICES UNIT, Burlington County Special Services School District, 20 Pioneer Boulevard, Westampton, New Jersey 08060, is duly qualified and experienced to provide the required services at the rates below indicated

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CHILD STUDY TEAM SERVICES

SERVICE PROVIDED	IN COUNTY	OUT OF COUNTY
Counselor	\$77/hour \$477/day BLOCK RATE*	\$90.00/hour
Learning Disabilities Teacher/Consultant		
Psychologist		
Social Worker		
	NOTICE No Show Charges will apply: Hourly Services - One (1) hour at contract rate	

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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 Business Administrator/Board Secretary are hereby authorized to execute a contract for services.

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CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Name of Account	CST BCSSSD PUR LDTC SRV	

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Account Number	11-000-219-390-050-370-0	
Certification Date	May 21, 2019	
Beginning Balance		11,550.00
Contract Encumbrance Amount		-11,550.00

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

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RESOLUTION #18/19-RM-141-107

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**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD
 TO EXECUTE A PROFESSIONAL SERVICES CONTRACT
 FOR INDEPENDENT MUNICIPAL BOND SERVICES WITH PHOENIX ADVISORS
 FOR THE 2019-2020 SCHOOL YEAR**

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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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 321 **WHEREAS**, the company, **Phoenix Advisors, LLC, 4 West Park Street, Bordentown, NJ 08505**, is
 322 duly qualified by experience and qualifications to perform the professional services stipulated in this
 323 Resolution.
 324

325 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 326 Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to
 327 execute a contract for professional services with **Phoenix Advisors, LLC, Bordentown, NJ** in an amount
 328 not-to-exceed **one thousand dollars (\$1,000) without additional authorization for the period from**
 329 **July 1, 2019 to June 30, 2020**; and
 330

331 **BE IT FINALLY RESOLVED**, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business
 332 Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services
 333 contract and ensure that the awarding Resolution is available for public inspection at the Office of the
 334 Business Administrator/Secretary to the Board during normal business hours.
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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	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
9	Kristen Lippincott, President			X					9

338 Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 339 Not Voting due to Conflict. Quorum = 5
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RESOLUTION #18/19-RM-141-108

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**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF APRIL 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 APRIL 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-141-109
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**

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AND THAT THE BELOW REPORT IS FOR THE MONTH OF APRIL 2019

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

WHEREAS, the policy shall require the Business Administrator/Secretary to the Board to identify and investigate, if necessary, the reason for any increase to a purchase order. If it is found that such an 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

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

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

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

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

Account #	PO #	Vendor #	Liquidated	Paid	Excess	%
None						

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Reason For Excess:

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

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RESOLUTION #18/19-RM-141-110

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**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF APRIL 2019**

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ESTABLISHED PURSUANT TO PUBLIC LAW 2004, C. 73

432

433

**AND RECOGNIZING THE SUBMISSION TO THE EXECUTIVE COUNTY BUSINESS OFFICIAL
A REQUEST FOR APPROVAL OF THE TRANSFER THAT EXCEED TEN PERCENT**

434

435

436

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;
437 and
438

439

440

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
441

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443

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached APRIL 2019 monthly transfer report detailing the percentage change in transfers is hereby approved; and
444
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BE IT FINALLY RESOLVED that a copy of the report shall be placed in the permanent minutes of the Board of Education.
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RESOLUTION#18/19-RM-141-111

454

455

**RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING APRIL 30, 2019**

456

457

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

- 464
 465 A. Adequate description of expenditures is provided;
 466 B. No new budget category is created; and
 467 C. Reimbursement does not exceed the allowable threshold for an amendment as a result of
 468 cumulative transfers among expenditure categories; and
 469

470 **WHEREAS,** Reimbursement requests will be certified by the board as being in accordance with
 471 approved grant applications as evidenced by the review of a monthly disbursement report. EWEG
 472 reimbursement requests will meet New Jersey Department of Education timelines and deadlines; and
 473

474 **WHEREAS,** the Business Administrator/Secretary to the Board has submits to the Board the following
 475 summary for the period ending **APRIL 30, 2019** for review and certification; and
 476

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
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)		

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					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		
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		

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					TOTAL 200 SERIES		
18-19	450	REAP	200	500	OTHER PRCH SVS		
					TOTAL 500 SERIES		
					MONTHLY TOTAL		
						TOTAL - ALL GRANTS	NONE

477
 478
 479

REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	EXPENDITURES TO DATE	PRESENT ENCUMB.	REMAINING BALANCE
TITLE1A	18-19	\$41,762	21310	9296	11156
IDEA BSC	18-19	\$68,410	53443	12040	2927
IDEA PSD	18-19	\$5,054	\$0	\$0	\$5,054
TITLE 2A	18-19	\$7,593	\$7590.50	\$7048	2.50
TITLE 4A	18-19	\$10,000	4456	2500	3044
REAP	18-19	\$30,846	\$27359	\$2089	\$1396
TOTAL	18-19	\$163,665	\$114,158.50	32973	23579.50

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480
 481 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 482 Burlington, State of New Jersey, that Board certifies the EWEG submissions as above listed.
 483
 484
 485

RESOLUTION #18/19-RM-141-112

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
 AS OF APRIL 30, 2019 FOR THE 2018-2019 PROGRAM YEAR
 PURSUANT TO BOARD OF EDUCATION STANDARD OPERATING PROCEDURE 3-003
 TO MONITOR THE % OF EXPENDITURE TO CONTROL CARRY-OVER WAIVER REQUESTS
 UNDER GUIDANCE OF THE NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM
 FISCAL MANAGEMENT - RESTRICTED REVENUES**

494
 495 **WHEREAS**, Standard Operating Procedure 3-003 provides for the mechanism for Board of Education
 496 monitoring of restricted revenue expenditure levels as the Board of Education must ensure that restricted
 497 revenue accounts must be appropriated and fully expended in a timely manner and in accordance with
 498 grant allocations/budgets; and
 499

500 **WHEREAS**; the New Jersey Quality Single Accountability Continuum (NJQSAC) - District
 501 Performance Review - D. Restricted Revenues - Sections 1.b. and 1.d provide the following guidance:
 502

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

506 1.d. At least 85 percent of the ESSA and IDEA grant funds are expended in one year. For Title I, a
 507 waiver to carry over more than 15% has not been requested within the last three years;
 508 ; and
 509

510 **WHEREAS**, the Business Administrator/Secretary to the Board reports the following:
 511

GRA NT	YE AR	CURRENT APP ROPR	TOTAL EXPEN DED	TOTAL ENCUMBERED/CARR YOVER	UNEXPEN DED DOLLAR BALANCE	UNEXPEN DED PERCENT BALANCE
TITL E 1A	18- 19	\$41,762	21310	\$9296	\$11,156	26%

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IDEA BSC	18- 19	\$68,410	\$53443	\$12040	\$2927	4.26%
IDEA PSD	18- 19	\$5,054	\$0	\$0	\$5,054	100%
TITL E 2A	18- 19	\$7,593	\$7590.5 0	\$0	\$2.5	.0003%
TITL E 4A	18- 19	\$10,000	\$4456	\$2500 0	\$3044	30%
REA P	18- 19	\$30,846	\$27359	\$2089	\$1396	.045%

512
 513 ; and

514
 515 **WHEREAS,** the following Board of Education comments and/or discussion was had, if any, on the
 516 matter of this Resolution:

517
 518 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 519 Burlington, State of New Jersey, that the above summary represents the monthly certification of grant
 520 expenditures for the program year **2018-2019** Every Student Succeeds Act, IDEA Part B, REAP Grant;
 521 and
 522

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

RESOLUTION #18/19-RM-141-113

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF APRIL 2019
PURSUANT TO N.J.A.C. 6:20-2.13(d) AND N.J.S.A. 18A:22.8.1**

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

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

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

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

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

557 Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of APRIL 30, 2019 no budgetary line item account has
558 obligations and payments, understood as contractual orders, which in total exceed the amount
559 appropriated by the Township of Springfield Board of Education pursuant to N.J.S.A. 18A:22-8 and
560 N.J.S.A. 18A:22-8.1.

RESOLUTION #18/19-RM-141-114

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

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565
 566 **WHEREAS,** N.J.S.A. 18A:22-8, designates the Superintendent of Schools to approve transfers among
 567 line items between meetings of the Board of Education; and

568
 569 **WHEREAS,** it became necessary to transfer funds among certain line items between the monthly
 570 meetings of in the month of **APRIL 2019**, recorded as adjustments according to the attached report, so
 571 as to provide for the thorough and efficient education of Springfield Township School District pupils; and

572
 573 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 574 Burlington, State of New Jersey, that the attached transfers are hereby ratified.

575
 576

RESOLUTION #18/19-RM-141-115

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

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 584 **WHEREAS,** the Business Administrator/Secretary to the Board has submitted a computer printout of
 585 the checks registered for payment for the period of **MARCH 27, 2019 to APRIL 30, 2019** and

586
 587 **WHEREAS,** this a summary table of check register that is provided in the addendum section of the
 588 subject minutes:

589

FUND	EXPENSE	DESCRIPTION	# OF INVOICES	AMOUNT
10		FICA REIMBURSEMENT –		6599.86
10		FICA REIMBURSEMENT -		6498.96
10		FICA REIMBURSEMENT –		6483.87
		TOTAL FUND 10		21582.69

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11	11-000-XXX	UNDISTRIBUTED EXPEND		106921.28
	11-150-XXX	REGULAR – HOME INS		
	11-190-XXX	REGULAR PROGRAM UNISTR		3901.92
	11-213-XXX	RESOURCE ROOM		
	11-215-XXX	PRESCH. DISAB. PART-TIME		
	11-230-XXX	BASIC SKILLS/REMEDIAL		
	11-403-XXX	OTHER INSTR PROGRAMS		
	11-999-XXX	POSTING ACCOUNTS		
	11-401-XXX	SCHOOL SPON COCURR		
11	11-000-291	HEALTH/RX PAYMENT		
		TOTAL FUND 11		
12	12-000-400	FACILITIES ACQUISITION		
		TOTAL FUND 12		
20	20-231-XXX	TITLE 1A		

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	20-250-XXX	IDEA BASIC		980
	20-251-XXX	IDEA PRE-SCHOOL		
	20-270-XXX	TITLE 2A		0
	20-280-XXX	TITLE 4A		2500
	20-293-XXX	BCIP JIF		
	20-450-XXX	REAP		
		TOTAL FUND 20		3480.
40	40-701-510	INTEREST ON BONDS		
		TOTAL FUND 40		
60	60-XXX-XXX	SUMMER CAMP		
		TOTAL FUND 60		
62	62-910-310	SCHOOL NUTRITION		6061.14
		TOTAL FUND 62		6061.14
81	81-190-100	UNEMPLOYMENT TRUST		
		TOTAL FUND 81		

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82	82-000-520	FLEXIBLE SPENDING		926.28
		TOTAL FUND 82		926.28
90	90-000-100	PAYROLL/AGENCY		54220.46
		TOTAL FUND 90		54220.46
95	95-40X-210	STUDENT ACTIVITY		558
		TOTAL FUND 95		558

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 593

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	

594 ; and

595
 596
 597

WHEREAS, the New Jersey Quality Single Accountability Continuum (hereinafter "NJQSAC"), District Performance Review, B. Financial and Budgetary Control, Section j. requires that "Manual checks

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598 represent less than one percent of the checks issued on an annual basis (interfund payments are
 599 excluded from this requirement.). The following table monitors the issuance of manual checks as a
 600 percentage of checks issued to ensure compliance with NJQSAC:
 601

MONTH	BILL LIST \$	MANUAL CK \$	TOTAL CK \$	MANUAL CK %
Jul 2018	340808.63	0.00	340808.63	0.00%
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	221329.5	0.00	221329.5	0.00%
Mar 2019	266182.5	0.00	266182.50	0.00%
Apr 2019	84719.02	0.00	84719.02	0.00%
May 2019	120892.89	0.00	120892.89	0.00%
Jun 2019		0.00		0.00%
TOTAL	1881889.60		1881889.60	

602 ; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
5/15/2019	0073	0074	PAYROLL	74721.42
05/15/19	0073	0075	AGENCY WITHHOLDING	54220.46
			TOTAL	128941.88
05/31/2019	0073	0074	PAYROLL	
05/31/2019	0073	0075	AGENCY WITHHOLDING	
			TOTAL	

607 ; and

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 611

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	2232.38
	0075	0078	Unemployment Trust	

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	0075	2178	Flexible Spending Account	
	0075	2178	Flexible Spending Account	
001/31/219	0075	0073	Chapter 78	13852.24
	0075	0073	Chapter 78	0
	0075	0073	Dental	0
01/31/2019	0073	0075	Back DCRP	54.07
	0075	0073	Agency Correction	
	0075	2178	Flexible Spending Account	926.28
	2178	0073	Flexible Spending Account – Service Fee	0
			TOTAL	146006.85

612 ; and

613
 614 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 615 Burlington, State of New Jersey, that payment of bills on May 20 2019 through June 18 2019 check
 616 register are hereby authorized; and

617
 618 **BE IT FURTHER RESOLVED** that the Board of Education ratifies to prior issuance of the above listed
 619 hand check(s) and transfer(s).

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RESOLUTION #18/19-RM-141-116

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RESOLUTION #18/19-RM-141-118

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**RESOLUTION APPROVING FY 2019-2020 TRAVEL & RELATED EXPENDITURE AMOUNTS
 PURSUANT TO P.L. 2005 C. 132 AS DEFINED IN N.J.C.A. 6A:23B-1.1**

WHEREAS, N.J.C.A. 6A:23B-1.2 provides that “each district board of education or charter school board of trustees shall establish in the annual school budget a maximum expenditure amount that may be allotted to travel and expense reimbursement; and

WHEREAS, N.J.C.A. 6A:23B-1.2 further provides that “each district board of education or charter school board of trustees shall ensure through its policy and procedures that all travel by its employees and board members is educationally necessary and fiscally prudent, and shall include the requirement that all travel and expense reimbursement: 1. Are directly related to and within the scope of the employee or board member current responsibilities; 2. Are for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; 3. Are in compliance with State travel reimbursement guidelines as established by the Department of Treasury ; and

WHEREAS, N.J.C.A. 6A:23B-1.2 further provides that “any district board of education or charter school board of trustees that violates its established maximum travel expenditure as set forth in N.J.C.A. 6A:23B-1.2 (b), or that otherwise is not in compliance with travel limitations may be subject to sanctions by the Commissioner as authorized including reduction in State aid in an amount equal to any excess expenditure; and

WHEREAS, the Board of Education determines that the below 2019-2020 budgeted line item amounts shall serve as travel and expense maximums for the upcoming budget year pursuant to N.J.C.A. 6A:23B-1-1:

Account Series	Account Description	Maximum Amount
11-000-219	CST WRKSHP REG	\$250
11-000-223	STF DEVL P WRKSHP REG	\$5000
11-000-230	BOE WRKSHP REG	\$5125
11-000-240	BUS OFF WRKSHP REG	\$1500
11-000-251	BUS OFF REG BUS TRVL	\$100
20-231-200	T1A SRV	\$5000
	TOTAL MAXIMUM AMOUNT	\$16975

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695 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 696 Burlington, State of New Jersey, that the above maximum travel and related expense reimbursement
 697 amounts are approved for the 2019-2020 school year; and

698
 699 **BE IT FURTHER RESOLVED** that the Business Administrator/Secretary to the Board shall report monthly
 700 expenditures against the established 2019-2020 maximum amounts to provide assurance that the
 701 maximum amounts have not been exceeded.

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RESOLUTION #18/19-RM-141-119

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**RESOLUTION APPROVING THE 2019-20 SCHEDULE REQUESTING CURRENT FUND AND DEBT
 SERVICE LOCAL TAX LEVY AMOUNTS FROM THE TOWNSHIP OF SPRINGFIELD AND
 APPROVING MONTHLY REQUISITION FOR TAXES FOR THE 2019-20 SCHOOL YEAR**

721 **WHEREAS**, the tax levy certified by the Commissioner of the Department of Education for the 2019-2020
 722 school year, exclusive of debt service requirements, needed to meet the obligations of the Township of
 723 Springfield Board of Education is three million two hundred seventy thousand six hundred sixty six dollars
 724 (\$3,270,666) as certified by the Secretary to the Board and the Municipal Clerk; and

725
 726 **WHEREAS**, the Township of Springfield is hereby requested to place in the hands of the Treasurer of
 727 School Monies the following monthly amounts by the 15th of each month in accordance with the following
 728 schedule:
 729

PAYMENT MONTH	PAYMENT AMOUNT
July 2019	272,555.50

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August 2019	272,555.50
September 2019	272,555.50
October 2019	272,555.50
November 2019	272,555.50
December 2019	272,555.50
January 2020	272,555.50
February 2020	272,555.50
March 2020	272,555.50
April 2020	272,555.50
May 2020	272,555.50
June 2020	272,555.50
TOTAL	3,270,666.00

730

731 **WHEREAS**, the debt service tax levy, certified by the Commissioner of the Department of Education for
 732 the 2019-2020 school year debt service requirements, needed to meet the obligations of the Township of
 733 Springfield Board of Education is one hundred twenty eight thousand nine hundred eighteen dollars
 734 (\$128,919) as certified by the Secretary to the Board and the Municipal Clerk; and

735
 736 **WHEREAS**, the Township of Springfield is further requested to place in the hands of the Treasurer of
 737 School Monies by the 15th day of July 2019 and by the 15th day of January 2020 the annual amount
 738 necessary to satisfy the debt service local tax levy as certified by the Secretary to the Board and the
 739 Municipal Clerk in accordance with the following schedule:
 740

PAYMENT MONTH	PAYMENT AMOUNT
July 2019	65,622
January 2020	63,297
TOTAL	129,919

741
 742 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 743 Burlington, State of New Jersey, that the following consolidated payment schedule for local tax levy for

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744 2019-2020 is hereby requested for payment from the Township of Springfield in the combined total of
 745 three million three hundred ninety nine thousand five hundred eighty five dollars (\$3,399,585).
 746

PAYMENT MONTH	CURRENT FUND PAYMENT SUB-TOTAL	DEBT SERVICE PAYMENT SUBTOTAL	MONTHLY TOTAL
July 2019	272,555.50	65,622	338,177.50
August 2019	272,555.50		
September 2019	272,555.50		
October 2019	272,555.50		
November 2019	272,555.50		
December 2019	272,555.50		
January 2020	272,555.50	63,297	335,852.50
February 2020	272,555.50		
March 2020	272,555.50		
April 2020	272,555.50		
May 2020	272,555.50		
June 2020	272,555.50		
TOTAL	3,270,666	128,919	3,399,585

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RESOLUTION #18/19-RM-141-120

**RESOLUTION AUTHORIZING TAX-SHELTER ANNUITY ARRANGEMENTS
 FOR THE 2019-2020 SCHOOL YEAR
 AND DESIGNATING THE COMPANIES TO PROVIDE THE SERVICES
 SUBJECT TO THE INTERNAL REVENUE CODE - SECTION 403(B)**

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AND THE SUPPLEMENTAL ANNUITY COLLECTIVE TRUST OF NEW JERSEY

WHEREAS, a tax-sheltered annuity arrangement as provided under section 403(b) of the Internal Revenue Code is a retirement income vehicle enabling School District employees as described in section 501(c)(3) of the Internal Revenue Code to defer taxation on retirement saving to future years; and

WHEREAS, under the tax-sheltered annuity plan an employee enters into a salary reduction agreement with the School District so that the salary reported to the Internal Revenue Service is reduced by the amount of the contributions. When the funds are withdrawn at retirement or separation, the contributions and earning are subject to federal taxation as ordinary income; and

WHEREAS, any full-time employee desiring participation in a tax sheltered annuity shall request same, in writing to the private plans of the following companies:

COMPANY	ADDRESS
AXA Equitable - Equi-Vest	Unit Annuity Collections PO Box 13463 Newark, NJ 07188-0463
Lincoln Investment Planning, LLC	218 Glenside Ave Wyncote, PA 19095
Prudential Insurance Co of America	PO Box 945999 Atlanta, GA 30394-5999
Colonial Life	PO Box 1365 Columbia, SC 29202-1365

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; and

WHEREAS, the private plans for the School District in the 2019-2020 school year shall be limited to the above companies recognized in the Resolution. Applications for private plans received after this approval shall be returned to the sender; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above cited private plans shall be the companies able to make arrangements for tax sheltered annuity plans for the 2019-2020 school year.

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RESOLUTION #18/19-RM-141-121

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-141-122

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RESOLUTION ESTABLISHING THE 2019-2020 PRE-SCHOOL TUITION RATES

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WHEREAS, N.J.A.C. 6A:23-3 regulates the determination of tuition rates for regular public schools; and

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WHEREAS, the term “actual cost per student” for determining the tuition rate or rates for a given year referred to in N.J.S.A. 18A:38-19 and 18A:46-21 means the local cost per student in average daily enrollment, based upon audited expenditures for that year for the purpose for which the tuition rate is being determined and consistent with the grade/program categories in N.J.S.A. 18A:7F-13 and 18A:7F-19, that is, regular education classes: preschool and kindergarten, grades one through five, grades six through eight, and grades nine through twelve; and special class programs as defined in N.J.A.C. 6A:14-4.7; and

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WHEREAS, the following tuition rates for 2019-2020 based upon the 2019-2020 School Budget Statement are as follows:

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CATEGORY	ACTUAL COST PER STUDENT
Preschool	\$19,797.00

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WHEREAS, The following tuition rates for 2019-2020 are as follows:

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CATEGORY	TUITION RATE
Preschool	\$2641.00

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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 tuition rates are established for the 2019-2020 school year.

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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

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Pension System Enrollment	TPAF
Annual Sick Leave Allocation	12
Annual Personal Leave Allocation	3
Annual Vacation Leave Allocation	20
Annual Emergency Leave Allocation	N/A

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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 appointment is hereby approved as above indicated.

RESOLUTION #18/19-RM-141-124

Resolution Approval Of The Appointment Of A Supervisor of Curriculum

WHEREAS, a vacancy was created in the position of Supervisor of Curriculum due to the resignation of the incumbent; and

WHEREAS, the position was duly posted in accordance with the provisions of the Agreement Between the Springfield Township Board of Education and the Springfield Township Education Association; and

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

NAME:	Kimberly Hannigan
ADDITIONAL COMPENSATION:	N/A
ANNUAL COMPENSATION LEVEL:	\$40,000
POSITION CONTROL NUMBER:	H-C&I001

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FULL TIME EQUIVALENT:	.5
EFFECTIVE DATE:	July 1, 2019

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Jersey 1 st Classification	New Jersey Resident
Health Care Coverage	N/A
Pension System Enrollment	TPAF
Annual Sick Leave Allocation	6 (pro-rata)
Annual Personal Leave Allocation	1.5 (pro-rata)
Annual Vacation Leave Allocation	5 (pro-rata)
Annual Emergency Leave Allocation	N/A

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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 appointment is hereby approved as above indicated.

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RESOLUTION #18/19-RM-141-125

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**RESOLUTION ACCEPTING THE RESIGNATION NOTICE
 OF AN INSTRUCTIONAL ASSISTANT
 PCR #: W-TAMD02
 FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

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WHEREAS, the Superintendent of Schools received official resignation notice from Margaret Gonzalez, Instructional Assistant, Springfield Township School; 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 notification of resignation is hereby accepted effective May 10, 2019; and;

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BE IT FURTHER RESOLVED that the posting of the vacancy is hereby authorized as per the following number:

VACANCY/NEW POSITION	CERTIFICATION REQUIREMENT	POSTING NUMBER
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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 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-1141-127

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**RESOLUTION APPROVING THE ANNUAL APPOINTMENT OF THE SECRETARY TO THE BOARD
AND DESIGNATING SAID APPOINTMENT AS THE BOARD OF EDUCATION'S
AUTHORIZED REPRESENTATIVE PURSUANT TO N.J.S.A. 18A:17-5**

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WHEREAS, N.J.S.A. provides that a Board of Education shall appoint a board secretary for a term to expire not later than June 30 of the calendar year next succeeding that in which the board of education shall have been organized, but she shall continue to serve after the expiration of his term until her successor is appointed and qualified; and

WHEREAS, David Gorski, serves as the incumbent Secretary to the Board and that the Board of Education wishes to appoint said individual in accordance with N.J.S.A. 18A:17-5; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that David Gorski shall be appointed as Secretary to the Board for the 2019-2020 school year and to designate his as the authorized representative of the Board of Education thus investing the duties and responsibilities provided by statute to said position; and

BE IT FURTHER RESOLVED that no additional compensation shall be granted above that provided to the subject employee by his appointment as the certified School Business Administrator.

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RESOLUTION #18/19-RM-141-128

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**Springfield Township Board of Education
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1026 **BE IT FURTHER RESOLVED** that David Gorski, District Purchasing Agent, is hereby authorized to award
 1027 contracts on behalf of the Springfield Township Board of Education that are less than fifteen percent
 1028 (15%) of the bid threshold without soliciting competitive quotations; and

1029 **BE IT FURTHER RESOLVED** that David Gorski, District Purchasing Agent, is hereby authorized to seek
 1030 competitive quotations, when applicable and practicable, when contracts in the aggregate exceed fifteen
 1031 percent (15%) of the bid threshold but less than the bid threshold; and

1032 **BE IT FINALLY RESOLVED** that no additional compensation shall be granted above that provided to the
 1033 subject employee by his appointment as the certified School Business Administrator.

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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 Murtaugh-Frey			X					8
9	Kristen Lippincott, President			X					9

1039 *****
 1040 Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 1041 Not Voting due to Conflict. Quorum = 5
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RESOLUTION #18/19-RM-141-131

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

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**Springfield Township Board of Education
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1051

1052 **WHEREAS,** Public Law 2007, c.53 provides for the regulation of travel expenditures which are those
 1053 costs paid by the school district using local, State, or federal funds, whether directly by the school district
 1054 or by employee reimbursement, for travel by school district employees and district board of education
 1055 members, to the following four types of travel events:

1056 [1] training and seminars which means all regularly scheduled, formal residential and non-residential
 1057 training functions, conducted at a hotel, motel, convention center, residential facility, or at any educational
 1058 institution or facility;

1059 [2] conventions and conferences which means general programs, sponsored by professional
 1060 associations on a regular basis. Which address subjects of particular interest to a school district or are
 1061 convened to conduct association business. The primary purpose of employee attendance at conferences
 1062 and conventions is the development of new skills and knowledge or the reinforcement of those skills and
 1063 knowledge in a particular field related to school district operations. These are distinct from formal staff
 1064 training and seminars, although some training may take place at such events;

1065 [3] regular school district business which means all regular official business travel, including
 1066 attendance at meetings, conferences and any other gathering which are not covered by the definitions
 1067 included in other section of P.L. 2007, c.53;

1068 [4] retreats which means meetings with school district employees and school board members, held
 1069 away from the normal work environment at which organizational goals and objectives are discussed. If
 1070 available, school district facilities shall be utilized for this type of event.

1071 ; and

1072 **WHEREAS,** a board of education implemented Policy #6471 which regulates travel expenditures for
 1073 School District employees and school board members that are in accordance with P.L. 2007, c.53;

1074 **WHEREAS,** each district board of education shall maintain separate accounting for school district
 1075 travel expenditures as necessary, to ensure compliance with the school district's maximum travel
 1076 expenditure amount. This may include, but need not be limited to, a separate offline accounting of such
 1077 expenditures or expanding the school district's accounting system. The tracking system shall be
 1078 sufficient to demonstrate compliance with P.L. 2007, c.53 and Board of Education Policy #6471, and shall
 1079 provide auditable information;

1080 **WHEREAS,** the below listing has been submitted for approval by the Board of Education:

1081

Employee Name	Rebecca Schweitzer			
District Assignment	Social Worker			

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Travel Date(s)	May 22, 2019			
Travel Destination	Westampton			
Travel Type	Car			
Sponsoring Entity	Miller Institute			
Event Description	School Climate & Anti-Bullying Conference			
Funding Source	CST Workshop Registration			
Account Series	11-000-219-500-050-208-0			
Registration Fee	150.00			
Meal Allowance	0			
Mileage Estimate	32.55			
Tolls & Other Transportation	0			
Hotel/Motel Rate	0			
Miscellaneous Exp (Parking)	0			

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1105 **WHEREAS**, the policy coordinator shall ascertain any conflicts between proposed and existing policies
 1106 and bring them to the attention of the Board of Education at the first reading of the draft. Policies may be
 1107 adopted on second reading by a majority vote of the members of the Board of Education present and
 1108 voting or may be further revised until consensus is reached; and

1109 **WHEREAS**, the following is the first reading for introduction of the policies & regulations, which include:

File Code	Name
P 2422	Health and Physical Education
P 2431.3	Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extracurricular Activities
P 2610	Educational Program Evaluation
P&R 5111	Eligibility of Resident/Nonresident Students
P 5330.04	Administering an Opioid Antidote
P 5337	Transgender Students
P&R 7440	School District Security
P 8561	Procurement Procedures for School Nutrition Programs
P 8860	Memorials
P 2415.06	Unsafe School Choice Option
R 2460.8	Special Education – Free and Appropriate Public Education
R 5530	Substance Abuse
P&R 5600	Student Discipline/Code of Conduct
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
P&R 1642	Earned Sick Leave Law

1110 **NOW, THEREFORE, BE IT RESOLVED** that the policies and/or amendments included in the said
 1111 policies and regulation listed above, are hereby approved upon first reading and introduction.
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**Springfield Township Board of Education
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Motion was made by Mr. Bucs, seconded by Mr. Hale to table Resolution #18/19-RM -141-132 .
Upon voice vote all members present voted in the affirmative.

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RESOLUTION #18/19-RM-141-133

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

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

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

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

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

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

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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 Springfield Township School District submits the NJQSAC District Improvement Plan for the 2018-2019 school year.; and

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**Springfield Township Board of Education
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1182 **WHEREAS**, districts are required to annually submit the “Security Drill Statement of Assurance:
 1183 provided by the Department of Education to their county office of education by June 30 of each year; and

1184 **WHEREAS**, the “Security Drill Record Form” provided by the Department of Education shall be
 1185 completed by all schools and retained at the district level. The following information is required:

- 1186 1. Date and time;
- 1187 2. Type (specify what was drilled);
- 1188 3. Duration;
- 1189 4. Weather conditions;
- 1190 5. Participants (i.e. students, staff, faculty, law enforcement, fire);
- 1191 6. Brief description of what occurred and procedures followed.
- 1192 ; and

1193 **WHEREAS**, the following is a summary table of the fire and school security drills recently conducted in
 1194 the School District during the month of April 2019:

Date / Time	Friday 4/9/19 10:30 AM	Wednesday 4/17/19 2:06
Type of Drill	Fire Drill	Shelter In Place
Duration of Drill	3:16	6:02
Weather Conditions	Sunny 60’s	Sunny 60’s
Participants	Staff/Students	Staff/Students
Drill Supervisor	C. Vaughn	C. Vaughn

1195 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
 1196 Burlington, State of New Jersey, that it hereby certifies that the above monthly fire and school security
 1197 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					1

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2	Andrew Eaton, Vice President		X	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
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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**BOARD FORUM
NONE**

UNFINISHED BUSINESS MATTERS

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NONE

NEW BUSINESS MATTERS

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NONE

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

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Nick Russo – The first meeting of the Springfield Foundation will be held at Johnson’s Farm on Thursday, June 27 at 8:55 PM

RESOLUTION #18/19 RM-141-135

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**RESOLUTION AUTHORIZING THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
TO MEET IN CLOSED EXECUTIVE SESSION
PURSUANT TO THE NEW JERSEY OPEN PUBLIC MEETINGS ACT
PUBLIC LAW 1975, c.231**

WHEREAS, N.J.S.A. 10:4-6 et seq provides that a public body may hold a closed session under certain statutory exceptions to the New Jersey Open Public Meetings Act with a general description of the exceptions being as follows:

1. items forbidden by specific legal action
2. right to receive federal funds
3. invasion of individual privacy
4. collective bargaining negotiations

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

Respectfully submitted,

SPRINGFIELD TOWNSHIP
 BOARD OF EDUCATION

Arlene Biesiada
 Secretary to the Board

{SEAL}