

SPRINGFIELD BOARD OF EDUCATION

FEBRUARY 10, 2020

REGULAR MEETING

The Springfield Board of Education is committed to providing high quality, efficient educational programs through which all students achieve the New Jersey Core Curriculum Contents Standards. Every effort is made to ensure that the district's certificated and support personnel are among the best in their fields.

The staff and Board of Education are dedicated to maintaining excellence in the delivery of child-centered educational programs. Very simply stated, in Springfield...SCHOOLS ARE FOR KIDS!

A Regular Meeting of the Board of Education of the Township of Springfield in the County of Union, New Jersey, was held at the Jonathan Dayton High School Instructional Media Center-First Floor on Monday, February 10, 2020 at 7:05 P.M.

President's Statement: Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of the meeting to be given to the public and the press on January 6, 2020.

1. CALL TO ORDER

The meeting was called to order by Board President, Mr. Marc Miller.

Present: Mr. Anthony Delia, Mrs. Laura Gamarekian, Mr. Hector Munoz, Mrs. Meredith Murphy, Mrs. Kristy Rubin, Mrs. Paula Saha, Mr. Scott Silverstein, Mrs. Hilary Turnbull, Mr. Marc Miller

Also Present:

Mr. Michael Davino, Superintendent

Mr. Matthew Clarke, Business Administrator/Board Secretary

Mrs. Erica Scudero, Assistant Superintendent for Curriculum, Instruction & Assessment

Mrs. Dana Kelly, Director of Human Resources

2. CLOSED SESSION (7:06 PM)

Moved by Mrs. Gamarekian, seconded by Mrs. Saha, "I move to suspend the rules of the order of business of the Regular Meeting and adjourn to closed conference session for the reasons contained in the following resolution:"

RESOLUTION

"WHEREAS the Board of Education must discuss subjects concerning matters protected by Attorney/Client privilege and Negotiations which are not appropriate subjects to be discussed in a public meeting and which are within the exemptions permitted to be discussed and acted upon in private session pursuant to P.L. 1975 Chapter 231, it is therefore

RESOLVED that the aforesaid subjects shall be discussed in private session by this Board and the administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist."

Closed Conference Items

- 1. Matters protected by Attorney/Client privilege
- 2. Negotiations

Yeas: Unanimous by all Members present.

MOTION CARRIED

3. RECONVENE TO REGULAR MEETING (7:55 PM)

Moved by Mrs. Gamarekian, seconded by Mr. Munoz, approval to reconvene to the Regular Meeting Agenda of the Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

4. PLEDGE OF ALLEGIANCE

5. COMMUNICATIONS

1. NJSBA

UCSBA – February 12<sup>th</sup> starting at 6PM, AL Johnson High School, Clark.

Social and Emotional Learning Conference, Feb 14<sup>th</sup>, The Conference Center in Mercer, west Windsor @9AM.

School Finance Conference – February 28<sup>th</sup> 9AM, The Conference Center at Mercer, West Windsor.

Best Practices – “Meeting the Needs of All Students”, March 6<sup>th</sup> at 9AM, RWJ Conference Wellness center, Mercerville.

School Technology Conference, March 13<sup>th</sup>, 8:30AM, The Conference Center at Mercer, West Windsor.

Weekly program update –Feb 6<sup>th</sup>.

School Board Notes –Jan 23<sup>rd</sup>, 29<sup>th</sup>, and Feb 5<sup>th</sup>.

2. NSBA

“National Connection Daily” –Jan 24<sup>th</sup> to Feb 7<sup>th</sup>.

3. GSCS

News & Notes –Jan 24<sup>th</sup>.

6. MINUTES

Moved by Mrs. Gamarekian, seconded by Mr. Munoz, to approve the following minutes:

Executive Meeting - January 27, 2020

Regular Meeting - January 27, 2020

Present: Mr. Anthony Delia, Mrs. Laura Gamarekian, Mr. Hector Munoz, Mrs. Kristy Rubin, Mrs. Paula Saha, Mr. Scott Silverstein, Mrs. Hilary Turnbull, Mr. Marc Miller

Abstention: Mrs. Meredith Murphy

MOTION CARRIED

7. SUPERINTENDENT’S REPORT

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, to accept and approve the Superintendent’s Report as presented -

1. Student/Staff Recognitions

a. On February 7<sup>th</sup> & 9<sup>th</sup>, JDHS students had the pleasure of attending and performing in the Carolyn Dorfman Dance’s third annual Dance Union Festival.

2. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)

3. Building Usage Request

- 4. Fund Raiser Request
- 5. Fieldtrip Request
- 6. Contracts PL2015, Chapter 47

Yeas: Unanimous by all Members present.                      MOTION CARRIED

8. PUBLIC SESSION

At this time, the public did not have any comments/questions regarding items on the Agenda or the Superintendent's Report.

9. BOARD SECRETARY'S REPORT

Moved by Mrs. Rubin, seconded by Mr. Munoz, to approve the Board Secretary's Report dated December 31, 2019 and that it be received and placed on file.

Yeas: Unanimous by all Members present.                      MOTION CARRIED

10. TREASURER'S REPORT

Moved by Mrs. Rubin, seconded by Mr. Munoz, to approve the Treasurer's Report dated December 31, 2019 and that it be received and placed on file.

Yeas: Unanimous by all Members present.                      MOTION CARRIED

11. LEGAL CERTIFICATION

Moved by Mrs. Rubin, seconded by Mr. Munoz, Pursuant to N.J.A.C. 6:20-2.13 (e) and after review of the Board Secretary's and Treasurer's monthly financial reports and upon consultation with the appropriate district officials, I move the Board certify that to the best of its knowledge as of December 31, 2019 no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Yeas: Unanimous by all Members present.                      MOTION CARRIED

12. 403b HEB

Moved by Mrs. Rubin, seconded by Mr. Munoz, that the Board of Education approve the revised *HARDSHIP AND ELIGIBILITY AMENDMENTS* to the Springfield 403(b) *RETIREMENT PLAN* in accordance with Federal 403(b) Regulations.

Yeas: Unanimous by all Members present.                      MOTION CARRIED

13. PERSONNEL APPOINTMENTS

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, At the recommendation of the Superintendent, approval of the appointment of personnel on the attachment.  
(Attachment A)

Yeas: Unanimous by all Members present.                      MOTION CARRIED

14. PROFESSIONAL DEVELOPMENT - PERSONNEL

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, At the recommendation of the Superintendent, approval of the attached personnel travel for Professional Development.  
(Attachment B)

Yeas: Unanimous by all Members present.

MOTION CARRIED

15. SPECIAL EDUCATION PLACEMENTS

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, At the recommendation of the Superintendent, that the Board of Education approve Special Education request for Related Services/Placements on the attachment. (Attachment C)

Yeas: Unanimous by all Members present.

MOTION CARRIED

16. HIB REPORT

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, the Board of Education affirms the HIB Report previously presented at the following Board meeting:

January 27, 2020.

Yeas: Unanimous by all Members present.

MOTION CARRIED

17. STUDENT TEACHER

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, to approve the attached list of Student Teacher(s) for the 2019-2020 school year. (Attachment D)

Yeas: Unanimous by all Members present.

MOTION CARRIED

18. 2019-2020 SEMI

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, at the recommendation of the Superintendent, approval of the 2019-20 SEMI action plan for remediation of the district Random Moment Time Study. (Attachment E)

Yeas: Unanimous by all Members present.

MOTION CARRIED

19. MEMORANDUM OF AGREEMENT

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, At the recommendation of the Superintendent, approval of the Memorandum of Agreement between the Springfield Board of Education and the Springfield Police Department for the 2019-20 school year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

20. PUBLIC SESSION (8:03 PM – 8:05 PM)

The following members of the public had questions or comments regarding:  
Bonnie Lafazon read a statement from another parent (Jill Webber) about Media Specialist.

21. NEW BUSINESS

None

22. CLOSED SESSION (8:06 PM)

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, “I move to suspend the rules of the order of business of the Regular Meeting and adjourn to closed conference session for the reasons contained in the following resolution:”

RESOLUTION

“WHEREAS the Board of Education must discuss subjects concerning Negotiations and Personnel which are not appropriate subjects to be discussed in a public meeting and which are within the exemptions permitted to be discussed and acted upon in private session pursuant to P.L. 1975 Chapter 231, it is therefore

RESOLVED that the aforesaid subjects shall be discussed in private session by this Board and the administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist.”

Closed Conference Items

1. Personnel

Yeas: Unanimous by all Members present.

MOTION CARRIED

23. RECONVENE TO REGULAR MEETING (8:40 PM)

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, approval to reconvene to the Regular Meeting Agenda of the Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

24. ADJOURNMENT

Moved by Mrs. Gamarekian, seconded by Mr. Silverstein, to adjourn the regular meeting at 8:40 PM.

Yeas: Unanimous by all Members present.

MOTION CARRIED

Upcoming Meetings:

- 1. Regular Meeting – February 24, 2020 at 7:30 PM in the IMC at JDHS
- 2. Regular Meeting – March 2, 2020 at 7:30 PM in the IMC at JDHS

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Matthew A. Clarke  
Business Administrator/Board Secretary

**Springfield Public Schools  
Personnel**

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
<b>Certificated Staff</b>								
BHASIN	KAY	INNOVATE NJ PROJECT	EVW	---	\$36.93/hr	---	Fund 20	2/12/20-4/1/20
KORMAN	MARILYN	NJSLA Prep	TLS	---	\$36.21/hr	---	Fund 20	3/2/2020 - 4/3/2020
SCHMIDT	LINDA	NJSLA Prep	TLS	---	\$36.21/hr	---	Fund 20	3/2/2020 - 4/3/2020
LABISI	ANNAMARIE	NJSLA Prep	TLS	---	\$36.21/hr	---	Fund 20	3/2/2020 - 4/3/2020
REINDEAU	SAMANTHA	NJSLA Prep	TLS	---	\$36.21/hr	---	Fund 20	3/2/2020 - 4/3/2020
MERINGOLO	SAMANTHA	NJSLA Prep	TLS	---	\$36.21/hr	---	Fund 20	3/2/2020 - 4/3/2020
SCHULTZ	KEVIN	NJSA Prep	JCS	---	\$36.21/hr	---	Fund 20	3/2/2020 - 4/3/2020
ELIA	DANIELLE	NJSA Prep	JCS	---	\$36.21/hr	---	Fund 20	3/2/2020 - 4/3/2020
FRANKHOUSER	KATHY	Rutgers Reading Club	JCS	---	\$49.23/hr	---	Fund 20	9/1/2019 - 6/30/3030
DILLARD	GILLIAN	Rutgers Reading Club	JCS	---	\$49.23/hr	---	Fund 20	9/1/2019 - 6/30/3030
HERON	CHRIS	Rutgers Reading Club	JCS	---	\$49.23/hr	---	Fund 20	9/1/2019 - 6/30/3030
ELIA	DANIELLE	Rutgers Reading Club	JCS	---	\$49.23/hr	---	Fund 20	9/1/2019 - 6/30/3030
CHANGE	LAUREN	Rutgers Reading Club	JCS	---	\$49.23/hr	---	Fund 20	9/1/2019 - 6/30/3030
BALLETTO	BRYAN	TPAC DCA	JDHS	---	\$30.76/hr	---	Revised Dates	9/1/2019 - 6/30/2020
DENICCOLO	ANTHONY	TPAC DCA	JDHS	---	\$30.76/hr	---	Revised Dates	9/1/2019 - 6/30/2020
MANNINO	PATRICIA	Site Manager	JDHS	---	\$40.61/hr	---	Revised Dates	1/1/2020 - 6/30/2020
EARLEY	MARISA	Elementary Teacher	TLS	---	---	---	Extended Leave	4/28/2020 - 5/22/2020
GANDINO (FELLER)	DANIELLE	Elementary Teacher	TLS	---	---	---	Extended Leave	12/9/2019 - 6/12/2020
SALMON	GREG	Musician	JDHS	---	\$525.00	---	Revised Position	1/1/2020 - 6/30/2020
REICH	LINDA	Leave Replacement Elementary Teacher	EVW	Step 0/MA	\$60,212.00	Replace K.C.	---	3/9/2020 - 9/24/2020
LABISI	ANNMARIE	Leave Replacement Elementary Teacher	TLS	---	---	M.E.	Extension of Coverage	12/16/2019 - 5/22/2020
HARMS	CARA	Leave Replacement Elementary Teacher	TLS	---	---	D.G.	Extension of Coverage	12/9/2019 - 6/12/2020
LYNCH	JAMIE	Elementary Teacher	JCS	---	---	---	Leave	3/30/2020 - 6/30/2020
MORTENSEN	JENNIFER	HS Science Teacher	JDHS	---	---	---	Leave	2/12/2020 - 3/9/2020
RODRIGUEZ	CHRISTINA	Producer	FMG	---	\$2,750.00	---	Spring Musical	1/1/2020-6/30/2020
WHITE	CHRISTOPHER	National Honor Society Advisor	JDHS	---	---	---	Resignation	---
MADER-KARAN	PATRICIA	NURSE	TLS	Step 4/BA	\$58,012.00	NEW	Replace B.P.	2/11/2020 - 6/30/2020

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
<b>Substitute/Home instructor/Volunteer</b>								
SISTA	VITO	Substitute Teacher	District	---	---	RENEWAL	---	9/1/2019 - 6/30/2020
SALADINO	JULIA	Substitute Teacher	District	---	---	NEW	---	2/11/2020-6/30/2020
OKSENIUK	IVANA	Substitute Aide	District	---	---	RENEWAL	---	1/31/2020-06/30/2020

Last Name	First Name	Position	Location	Guide/Step	Salary	Renewal/New	Information	Effective Date
<b>Non-Certificated</b>								
SALADINO	JULIA	Sub Aide	District	---	---	---	Revised Dates	1/8/2020 - 6/30/2020
HENRICHS	DIANE	Sub Aide	District	---	---	---	Correct Spelling of Name	1/28/2020 - 6/30/2020
KESSEL	PETER	Sub Aide	District	---	---	---	Revised Dates	1/28/2020 - 6/30/2020

Last Name	First Name	Position	Location	Guide/Step	Salary	Renewal/New	Information	Effective Date
<b>Before and After School Program/Childcare</b>								
CASTILLO MENDEZ	JOCELINE	Group Aide	District	---	\$15.79/hr	NEW	---	2/11/2020-6/30/2020
O'CONNOR	LYNNE	Sub Associate Child Care Provider	District	---	\$24.29/hr	NEW	---	2/11/2020-6/30/2020
OKSENIUK	IVANA	Group Leader	District	---	\$24.29/hr	RENEWAL	---	9/1/2019 - 6/30/2020

" A school district or charter school .....may employ....for a period not to exceed 90 days pending review by the school district providing all the following are satisfied:  
 Applicant complied with providing list  
 School district has no knowledge or information that the applicant would be required to disclose under the law  
 School district determines special or emergent circumstances exist that justify the temporary employment of this applicant"  
 Springfield Board of Education Regular Meeting 2/10/2020  
 \*\*\*Resignation subject to the requirements provided by law

CONFERENCES/CONVENTIONS/WORKSHOPS								
2019-2020								
LAST NAME	FIRST NAME	SCHOOL	DESCRIPTION	LOCATION	Funding	DATE	AMOUNT	BOE APPROVED
Scudero	Erica	District	Techspo'20	Atlantic City, NJ	Fund 10	1/30/20 & 1/31/20	\$ 49.00	2/10/20
Riccardi	Daniela	District	Techspo'20	Atlantic City, NJ	Fund 10	1/30/20 & 1/31/20	\$ 49.00	2/10/20
Davino	Michael	District	Techspo'20	Atlantic City, NJ	Fund 10	1/30/20 & 1/31/20	\$ 21.00	2/10/20
Boehm	Tiffany	District	Techspo'20	Atlantic City, NJ	Fund 10	1/30/20 & 1/31/20	\$ 49.00	2/10/20
Kelly	Dana	District	Techspo'20	Atlantic City, NJ	Fund 10	1/30/20 & 1/31/20	\$ 49.00	2/10/20
Davitt	Sarah	District	USDA Foods Conference 2020	Edison, NJ	Fund 10	2/6/20	\$ 9.52	2/10/20
Fortna	Victoria	Walton	NJMEA Conference	Atlantic City, NJ	Fund 10	2/20/20 & 2/21/20	\$ 458.87	2/10/20
Rodriguez	Genesis	District	CSI Training	Somerville, NJ	Fund 10	1/23/20	\$ 21.42	2/10/20
Spangler	Ike	JDHS	Reflex Performance Reset Course	Ridgefield, CT	Fund 10	2/28/20- 3/1/20	\$ 789.90	2/10/20
Reynders	Alison	FMG	Holocaust & Genocide Brown University	Wayne, NJ	Fund 10	3/3/20	\$ 90.05	2/10/20
Dillard	Gillian	Sandmeier	Special Education site visit	Cleveland, OH	Fund 10	2/24/20 & 2/25/20	\$ -	2/10/20
Schiano	Candice	JDHS	Annual Regional Womens Educational Leadership Forum	Garwood, NJ	Fund 10	2/28/20	\$ 45.00	2/10/20
Handy	Dolores	Sandmeier	Equity through Discourse Workshop	West Orange, NJ	Fund 10	2/20/20	\$ 6.72	2/10/20
Strober	Dana	FMG	Equity through Discourse Workshop	West Orange, NJ	Fund 10	2/20/20	\$ 8.19	2/10/20

**Special Education Request  
Related Services/OOD Placements**

<b>1. RELATED SERVICES REQUEST</b>					
<u>Vendor</u>	<u>Related Service</u>	<u>Rate</u>	<u>Hours/days/week</u>	<u>Term</u>	<u>Student</u>
QBS, Inc North Attleboro, MA	evaluations	\$75.00	Per IEP	19/20SY	

<b>2. OUT OF DISTRICT PLACEMENT REQUEST</b>				
<u>School/Placement</u>	<u>Student</u>	<u>Tuition</u>	<u>Term</u>	<u>Comments</u>



**Student Teacher/Internships**  
**Clinical Practice I and Clinical Practice II**  
*(Junior Practicum and Student Teaching)*

**2019-2020 School Year**

**Board of Education Meeting: 2/10/2020**

<b>Student Teacher/Intern</b>	<b>Martin, Brian</b>
<b>College / University</b>	<b>Kean University</b>
<b>Assignment Date</b>	<b>1/21/2020 - 5/13/2020</b>
<b>Field of Study</b>	<b>Physical Education and Health</b>
<b>School</b>	<b>Jonathan Dayton HS</b>
<b>Cooperating Teacher/Counselor</b>	<b>Cugliari, Mark</b>

**Sample Special Education Medicaid Initiative (SEMI) Action Plan**

In accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e) shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district's proposed budget submission. Districts should determine which items below relate to their specific areas of weakness and then specify activities to be implemented to improve and maximize SEMI participation.

County: Union

District: Springfield

Date: February 3, 2020

**Sample Corrective Action Plan Table**

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
<p><b>Parental Consent Forms:</b> Procedures for obtaining parental consent forms, such as those delineated in the Parental Consent Best Practices document available on the EdPlan™ website. This includes procedures to document how annual notification for parental consent is disseminated to parents in order to maintain consent.</p>	<ol style="list-style-type: none"> <li>1. Train all case managers on the SEMI program to ensure they are able can accurately explain the form to parents/guardians</li> <li>2. Include SEMI consent form in referral/I&amp;RS process paperwork</li> <li>3. Bring consent form to all IEP meetings and obtain consent for all students regardless of current Medicaid eligibility</li> </ol>	<p>Semi Coordinator/Director/CST</p>	<p>Monthly</p>	<ol style="list-style-type: none"> <li>1. Sign-in sheets for all SEMI-related professional development.</li> <li>2. Sign-off on process inclusion from case manager</li> <li>3. Automatic attachment of consent form to IEP</li> </ol>	<p>Ongoing</p>
<p><b>Establishing Benchmarks for Maximum SEMI Participation:</b> Establish a benchmark of x percent for the current school year or for the first year that the district does not have an approved waiver pursuant to the provisions of N.J.A.C. 6A:23A-5.3(b), whichever is applicable, for obtaining maximum participation of all SEMI eligible students by the start of the subsequent school year.</p> <p>The benchmarks for the current school year or for the first year that the district does not have an approved waiver pursuant to (b) above, whichever is applicable, for achieving maximum participation shall close, at a minimum, the gap between current participation and maximum participation by 50 percent by the beginning of the subsequent school year; and</p> <p>The benchmarks shall be based on the percentage of parental consent forms collected from eligible students. The number of parental consent forms shall reflect one parental consent form or one document noting parental refusal for each eligible student.</p>	<ol style="list-style-type: none"> <li>1. Increase participation to 75% for the current school year.</li> <li>2. Re-Review all IEP meetings to ensure that we are billing for the appropriate services to assist in obtaining maximum participation and in turn, meeting the revenue projection</li> </ol>	<p>Director/Semi Coordinator</p>	<p>Monthly</p>	<ol style="list-style-type: none"> <li>1. Documentation of related services in the IEP</li> <li>2. Increased number of parental consent forms</li> </ol>	<p>Ongoing</p>
<p><b>Documenting IEP Meetings:</b> Procedures to ensure that all SEMI eligible IEP meetings are documented in the third-party administrator's system. Evaluation Services/IEP meetings are only claimable if a Medicaid qualified practitioner is present and it is documented that a health-related service is discussed.</p>					

**Sample Special Education Medicaid Initiative (SEMI) Action Plan**

In accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e) shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district's proposed budget submission. Districts should determine which items below relate to their specific areas of weakness and then specify activities to be implemented to improve and maximize SEMI participation.

County: Union

District: Springfield

Date: February 3, 2020

**Sample Corrective Action Plan Table**

SEMI Action Plan Components	District Activities for Compliance	Person(s) Responsible	Projected Timelines	Documentation of Completion/Implementation	Date Completed
<b>Documenting SEMI Eligible Health-Related Services:</b> Procedures to ensure that all SEMI eligible health-related services, including those provided by entities where the district has placed SEMI eligible students, are documented in the third-party administrator's system.	1. Review health related evaluations at annual meetings. 2. Provide staff with training on billable services.	Semi Coordinator/Director	Monthly	1. Review of billable services during annual reviews. 2. Training sign-in sheets	Ongoing
<b>Validation of IEP on File:</b> Procedures to ensure that a valid IEP is on file and the correct IEP date is documented in the third-party administrator's system for each SEMI eligible student for whom parental consent has been obtained.					
<b>Validation of Service Provider Qualifications:</b> Procedures to ensure that service providers used by the district and entities where the district has placed SEMI eligible students have valid licenses and certifications and that these SEMI provider qualifications are documented in the third-party administrator's system.					
<b>Participation In SEMI Training Opportunities:</b> Procedures to ensure that staff participate in relevant training opportunities provided by the third-party administrator, including, but not limited to, regional meetings and online training.					
<b>Timely Certification of Quarterly Staff Pool List:</b> Procedures to ensure that the quarterly staff pool list is certified under the time frames required in the implementation of cost settlement via the third-party administrator's system.					