

**MANNINGTON BOARD OF EDUCATION
REGULAR MEETING AGENDA
Tuesday, October 17, 2017 – 7:00 PM**

I. PLEDGE TO THE FLAG

II. CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Mannington Township Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Municipal Building, Mannington Township School, and the SJ Times.

III. ROLL CALL

Board Secretary will roll call the attendance:

Michael Bower ___ Eric Buzby ___ Robert DiGregorio ___ Carmen Porter ___
Melanie Richman ___ Scott Robinson ___ Patricia Skwirut ___

IV. PRESENTATIONS

1. Student of the Month

V. AUDIENCE PARTICIPATION I

1. Sign in at the room entrance.
2. Wait to be recognized before making your comment.
3. State your full name and address before commenting.
4. Identify the agenda item that you wish to comment on.
5. All questions are to be directed to the Board President.
6. Time limit for discussion is 5 (five) minutes per person.
7. Total time limit for public discussion is 30 minutes.

VI. APPROVAL OF MINUTES

The Superintendent and Business Administrator recommend that the Board of Education approve the [regular meeting minutes](#) of September 19, 2017.

Motion: _____ *Second:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____

VII. FINANCIAL

The Superintendent and Business Administrator recommend that the Board of Education approve the following items:

1. **Board Secretary Certification**

Board's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 4**, the Mannington Township Board of Education certifies that as of August 31, 2017 and after review of the [Secretary's Monthly Financial Report](#) and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of **N.J.A.C. 6A:23A-16.10(a)1** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10 (c) 3**, I certify that as of August 31, 2017, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Mannington Township Board of Education pursuant to **N.J.S.A.**

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18A:22-8.1 and **N.J.S.A. 18A:22-8.2** and no budgetary line item account has been over-expended in violation of **N.J.A.C. 6A:23A-16.10 (c) 4**. And, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending August 31, 2017.

2. **Cash Reconciliation Report** - Approve the [cash reconciliation report](#) for the month of August 2017.
3. **Transfers** – Approve the [transfer list](#) for the month of September 2017.
4. **Bills To Be Paid** – Approve [payroll and agency](#) for the month of September 2017 and the [bills list](#) for the month of October 2017.
5. **Rural Education Achievement Grant** – Accept the REAP Grant funds in the amount of \$23,988 for the 2017-2018 school year.
6. **CMP and Form M1** - Approve by [resolution](#) the submission of the Comprehensive Maintenance Plan and Form M1 to the Salem County Office of Education.
7. **Business Office Software** - Approve a change in vendor for the Business Office Software (Human Resources, Payroll and Accounting). Effective January 1, 2018 for Human Resources and Payroll and July 1, 2018 for Accounting. This change is required due to the dissolution of the existing provider.

Motion: _____ Second: _____

Roll call vote: MB____ EB____ RD____ CP____ MR____ SR____ PS____

VIII. BOARD OF EDUCATION BUSINESS

1. **Correspondence**
 - a. [3Rs: Roles, Responsibilities, and Resources](#) Training Program
- Hammonton High School on December 5, 2017 from 7 pm - 9 pm
2. **Committee Reports**
 - a. Township Committee Meeting update
3. **Unfinished Business** - None
4. **New Business**
 - a. Board Self-Evaluation - Complete prior to the November meeting by logging on to www.njsba.org and scrolling to the bottom of the page to “Online Evaluations for Superintendents and Boards”. [FAQ about Board Self-Evaluation](#)

IX. SUPERINTENDENT’S RECOMMENDATIONS

The Superintendent recommends that the Board of Education approve the following items:

- A. **Professional Personnel** - Approve hiring the candidate of choice for the position of Part-time World Language Teacher with final approval at the November meeting.

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B. Other

1. **Policies** – Approve the following policy according to status:

CODE	POLICY	STATUS
3542.45	Business & Non-Instructional Operations Written Code of Conduct for Procurement	2nd Reading

2. **Facilities Use** – Approve the following requests:

ORGANIZATION	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
T.E.A.M.	10/20/17	6:00 pm - 7:00 pm	Parking Lot	Trunk or Treat	Joyce Pompper & Stephanie Davis
T.E.A.M.	11/3/17	6:00 pm - 9:00 pm	All-Purpose Room	Pasta Dinner & Fashion Show	Kim Richman
T.E.A.M.	11/7/17	3:00 pm - 6:00 pm	All-Purpose Room	Election Day Sub Sale	Cynthia Foster
Mannington Art Fund	12/7/17	5:30 pm - 8:30 pm	All Purpose Room	Paint Night	Heather Sakewicz-Frank

3. **Field Trip** – Approve the following requests:

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD. COST	BUS COST	ANTICIPATED SUB COST
11/22/17 & 11/23/17	Various	7	Thanksgiving Day Parade	Mrs. Kim	Student Paid	\$300 est.	\$0
12/12/17	8	16	Cooper Trauma Center	Mrs. Moore & Miss Nessen	\$0	\$200 est.	\$210

4. **Workshops** - Approve the following requests:

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Miss Fair	Alloway School	Dr. Milou Middle School Math	10/16/17		X	\$85
Mrs. Moore	Auletto Caterers	Addiction in 2017: An American Epidemic	10/4/17	\$0	X	n/a Evening Workshop
Mrs. Moore	Auletto Caterers	Violence in the School Setting: A School Nurse Perspective	10/25/17	\$45	X	n/a Evening Workshop
Mrs. Moore	Auletto Caterers	Diabetes Care in the School Setting: 2017 Update	11/30/17	\$45	X	n/a Evening Workshop
Mrs. Moore	Atlantic City	Symposium on Large Scale Incidents for Health Care	11/8/17	\$0	X	\$125
Mrs. Mathews	Mt. Laurel	Current School Law Update	11/14/17	\$100	X	n/a

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5. **School Safety Specialist** - Approve designation of Kristin Williams as the School Safety Specialist.
6. **Superintendent Goals** - Approve the [2017-2018 Superintendent Goals](#).
7. **PARCC Data** - Presentation of the 2016-2017 PARCC data.
8. **Mentoring Plan** - Review and approve the local mentoring plan as developed by the Mannington Township School Chief School Administrator.
9. **NJQSAC Statement of Assurances** - Approve by [resolution](#) the submission of the NJQSAC Statement of Assurances to the Salem County Office of Education.
10. **Facilities Checklist** - Approve the submission of the Facilities Checklist and supporting documentation to the Salem County Office of Education.
11. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent's monthly report for the period of [September 4, 2017 to September 15, 2017](#).
12. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of [September 16, 2017 to October 10, 2017](#).

Motion: _____ *Second:* _____

Roll call vote: MB ___ EB ___ RD ___ CP ___ MR ___ SR ___ PS ___

X. FOR YOUR INFORMATION

1. [School Report](#)
2. Fire Drill - 10/13/17 Security Drill - 10/16/17
3. Clothing donation bin is a TEAM fundraiser
4. Staff Commendations
 - a. Family Fun Night: Liz Carullo, Amber Fair, Carol Ives, Noelle Kitchin, Marge McCormick, Allyson Parris, Joyce Pompper, Kim Richman, Katelyn Savidge, Carmela Spano
5. Noteworthy Items
 - a. Donation of student microwave in the cafeteria by the Smith family
 - b. Birth of Mr. Stamm's second child
6. Important Dates:
 - a. School Board Election - Tuesday, November 7, 2017
 - b. Board of Education Meeting - Tuesday, November 21, 2017

XI. AUDIENCE PARTICIPATION II

1. Sign in at the room entrance.
2. Wait to be recognized before making your comment.
3. State your full name and address before commenting.
4. Identify the agenda item that you wish to comment on.
5. All questions are to be directed to the Board President.
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XII. RECESS INTO EXECUTIVE SESSION

Mannington Board of Education Resolution Authorizing Executive Session

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Board of Education of the Mannington School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of this Board of Education will reconvene at approximately 8:00 p.m.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Mannington School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- _____ 1. Confidential Matters (Student) per Statute or Court Order
- _____ 2. Matters that would Impact Rights to Receive Federal Funds
- _____ 3. Unwarranted Invasion of Individual Privacy
- _____ 4. Collective Bargaining with the Mannington Education Association
- _____ 5. Acquisition of Real Property or Investment of Public Funds
- _____ 6. Tactics or Techniques utilized in Public Safety Procedures
- _____ 7. Litigation, Contract Negotiations or Attorney/Client Privilege
- _____ 8. Personnel Matters
- _____ 9. Imposition of Penalties Upon an individual

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

Motion: _____ *Second:* _____ *Time:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____

XIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

It is recommended that the Board of Education resume the public portion of meeting.

Motion: _____ *Second:* _____ *Time:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____

XIV. ADJOURNMENT

It is recommended that there being no further business to come before the Board of Education, the meeting be adjourned.

Motion: _____ *Second:* _____ *Time:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____