

The Regular Meeting of the Board of Education of the Township of Mannington, County of Salem, New Jersey, was held at 7:00 p.m. on Tuesday, February 20, 2018.

Ms. Porter, Board President, called the meeting to order at 7:07 p.m.

Ms. Porter led the group in the pledge to the flag.

Ms. Porter read the New Jersey Open Public Meetings Law. Notice of this meeting was published in the South Jersey Times, as well as posted in the Municipal Building and the Mannington Township School.

Members Present: Mr. Bower, Mr. Buzby, Mr. DiGregorio, Ms. Porter, Mrs. Richman, and Mrs. Skwirut. Members Excused: Mr. Robinson Members Absent: None

Also Present: Ms. Williams, Chief School Administrator and Mrs. Mathews, Board Secretary
A list of the public attending is on file in the board office.

PRESENTATIONS

Student of the Month Recognitions

AUDIENCE PARTICIPATION I - None

APPROVAL OF MINUTES

Motion by Mr. DiGregorio and seconded by Mrs. Richman that the Board of Education approve the reorganization and regular meeting minutes of January 2, 2018.

Unanimously approved by voice vote. Motion Carried.

FINANCIAL

Motion by Mr. Buzby and seconded by Mrs. Richman that the Board of Education approve the following financial items:

1. **Board Secretary Certification**

(pages 6147-6157)

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 December 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 December 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. 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 December 31, 2017.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of December 2017.

(pages 6158-6160)

6142

3. **Transfers** – Approve the transfer list for the month of January 2018. (pages 6161-6162)
4. **Bills To Be Paid** – Approve payroll and agency for the months of December 2017 and January 2018 and the bills list for the months of January 2018 and February 2018. (pages 6163-6166)
5. **Before and After Care (SACC)** - Approve the Mannington School Age Child Care Program Handbook, including all rates and payment terms.
6. **Petty Cash** - Approve establishing a \$50 petty cash fund for SACC expenses (Karen Mathews, Custodian) for the 2017-2018 school year.
7. **Special Education Medicaid Initiative** - Approve by Resolution the request for a waiver of participation in the Special Education Medicaid Initiative (SEMI) for the 2018-2019 school year based on the district projection of fewer than 40 Medicaid eligible/special education students. (District estimated number of students is seven.) (page 6167)
8. **Early Childhood Education Preschool Program Plan** - Approve by Resolution the submission of the Early Childhood Education Preschool Program Plan for the 2018-2019 school year to the New Jersey Department of Education. (pages 6168)

Roll Call vote: Ayes (6) Mr. Bower, Mr. Buzby, Mr. DiGregorio, Ms. Porter, Mrs. Richman and Mrs. Skwirut. Nays (0). Abstain (0). Motion carried.

Mr. DiGregorio left the meeting.

BOARD OF EDUCATION BUSINESS

1. **Correspondence**
 - a. NJSBA - Completion of Governance II: Finance by Scott Robinson.
 - b. SCVTS Open House Summary - Ms. Porter attended.
2. **Committee Reports**
 - a. Township Committee Meeting - Melanie Richman
 - Hospital appeal paid by Township - including the school portion
 - b. Finance Committee Meeting - Feasibility Study
 - c. Facilities Committee - Parking Lot Bid Advertisement and Bid Opening
 - d. Policy Committee - Review of policies on this agenda

Motion by Mrs. Richman and seconded by Mrs. Skwirut that the Board of Education approve the following items:

3. **Unfinished Business**

It is recommended that the Board of Education approve the following items:

 - a. Accept the 2017 Board Self-Evaluation summary.
 - b. Approve the appointment of the 2018 Board Committees based on survey responses. (page 6169)

Unanimously approved by voice vote. Motion Carried.

1. **New Business**

- a. Online Ethics Financial Disclosure Forms - Follow the link in the email from the School Ethics Commission to complete.
- b. Mandatory Training for 2018:
 - Michael Bower - Governance II
 - Eric Buzby - Governance IV
 - Carmen Porter - Governance IV
 - Scott Robinson - Governance III
 All members have been registered for online training.
- c. Township Committee 2018 Meeting List and Sign-up Sheet
- d. Board of Education Financial Training

Motion by Mrs. Richman and seconded by Mr. Bower that the Board of Education approve the following item:

- e. Suggestions for 2018 Board Goals (based on Board Self-Evaluation Results):
 - Increased attendance at workshops (1 per board member)
 - Community Involvement and Board Member Awareness of Events

Unanimously approved by voice vote. Motion Carried.

SUPERINTENDENT'S RECOMMENDATIONS

Motion by Mrs. Skwirut and seconded by Mrs. Richman that the Board of Education approve the following items:

A. Professional Personnel

1. Approve movement from BA+15 to MA for Noelle Kitchin, effective February 1, 2018. Miss Kitchin has provided proof of completion of the Masters in Reading program.
2. Approve the following staff members and after school activities/clubs at the Board approved rate of \$30 per hour (utilizing Title IV funds).
 - i. Science Fair Club - Nancy Anderson
 - ii. Music Lessons - Christine Kim
 - iii. Academic League - Amber Fair
 - iv. Knowledge Garden/Power Hour - Jessica Dyer, Noelle Kitchin, Lisa Ridgway-Stiles and Allyson Parris (alternate)
3. Approve Samantha DiSanto for 10 hours per week of home instruction at the Board approved rate of \$30 per hour for a Mannington student (#2020005).
4. Accept the letter of notification of retirement from Mrs. Richman, effective June 30, 2018. Mrs. Richman has been a teacher at Mannington School for 33 years.

B. Support Personnel

1. Approve Dorothy Breslin as the SACC Before Care attendant at a rate of \$12 per hour.
2. Approve Cynthia Foster as the SACC After Care attendant at a rate of \$12 per hour.
3. Approve the following staff members as SACC Before Care or After Care Substitutes at a rate of \$12 per hour:
 - Jessica Dyer
 - Amber Fair
 - Marge McCormick
 - Stephanie Williams
4. Approve a revised contract for Mary Wilson, Lunchroom/Playground Aide increasing her work hours from two per day to three per day effective 1/1/18.
5. Approve the following substitutes at the board approved rates:
 - Kyle Massey - Substitute Teacher and Substitute Aide
 - Jenna Stuart - Substitute Teacher and Substitute Aide
 - LaCoya Elizabeth Combs - Substitute Teacher and Aide
 - Rhiannon Bruynell - Substitute Teacher and Aide

C. Other

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

CODE	POLICY	STATUS	REASON
4112.8	Instructional Personnel Nepotism	Revision	Required
4212.8	Support Personnel Nepotism	Revision	Required
5141.26	Students Opioids	1st Reading	Recommended

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

ORGANIZATION	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
T.E.A.M.	2/9/18	6:00 pm - 7:30 pm	All Purpose Room	Sweetheart Dance	Joyce Pompper

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

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD COST	BUS COST	ANTICIPATED SUB COST
3/2/18	6-8	11	Salem Community College - Science Fair	Mrs. Anderson	n/a	\$150 (est.)	\$85
5/30/18	4	16	DuPont Environmental Education Center	Mrs. Stiles	\$14 (paid by TEAM)	\$150 (est.)	\$85

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

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Mrs. Kim	Oakhurst, NJ	NJMEA 2018 Music Conference	2/22/18 - 2/24/18	\$170	X	n/a (Thurs & Fri)
Miss Nessen	Long Branch, NJ	NJAHPERD Convention	2/26/18 & 2/27/18	\$155 + Hotel	X	\$170
Miss Dyer	Blackwood, NJ	Dealing with Difficult Students...	2/26/18	\$149	X	\$85
Mr. Dilks	Cherry Hill, NJ	Makerspaces: Creating Motivating, Engaging Work Spaces for Your Library	3/7/18	\$249	X	\$85

5. **Student Admission** - Approve the request for Alyssa DiCarolis, Grade 3 to be enrolled as a non-resident (parent paid) tuition student for the remainder of the 2017-2018 school year.
6. **Uniform Memorandum of Understanding** - Approve the revised Uniform Memorandum of Understanding for Live Streaming Video Surveillance for the 2017-2018 school year.
7. **School Calendar** - Approve the revised 2017-2018 School Calendar. Revision is due to two snow closing days. (page 6170)
8. **HIB** - Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of December 23, 2017 to January 16, 2018.
9. **HIB** - Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of January 17, 2018 to February 15, 2018.
10. **HIB** - Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent's monthly report for the period of November 18, 2017 to December 22, 2017.

Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Ms. Porter, Mrs. Richman and Mrs. Skwirut.
Nays (0). Abstain (1) Mrs. Richman - A4. Motion carried.

FOR YOUR INFORMATION

1. Fire Drills - 11/21/17, 12/21/17 and 1/19/18
2. Security Drills - 11/30/17, 12/14/17 and 1/31/18
3. School Report
4. Mannington Messenger - January

(page 6171)

6146

5. Noteworthy Items:
 - a. SACC Program - Initiative to start program and support from staff members.
 - b. Miss Nessen - MEA/MAPSA Family Fun Night and Health Fair on 1/22/18
 - c. Miss Kitchin - Wilmington Blue Rocks Outstanding Student Program
 - d. Miss DiSanto and Miss Dyer - Start with Hello Week
6. Important Dates:
 - a. Salem County 8th Grade Dialogue - March 12, 2018 at Schallick High School
 - b. Regular Monthly Meeting - Tuesday, March 20, 2018 (Tentative - pending budget due date)

AUDIENCE PARTICIPATION II
Mrs. Sakewicz - Garden Update

ADJOURNMENT

Motion by Mr. Buzby and seconded by Mrs. Richman that the Board of Education meeting be adjourned at 8:15 p.m.

Unanimously approved by voice vote. Motion Carried.

Respectfully Submitted,



Karen Mathews
Business Administrator/Board Secretary