

**MANNINGTON TOWNSHIP BOARD OF EDUCATION MINUTES Tuesday, April 24, 2018**

The Public Hearing and 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, April 24, 2018.

Ms. Porter, President, called the meeting to order at 7:05 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 (arrived 7:16), Mr. Buzby, Mr. DiGregorio, Ms. Porter and Mrs. Skwirut. Members Excused: Mrs. Richman and 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**

1. Student of the Month Recognitions
2. Jessica Dyer - Writing Process: Learning Through Writer's Workshop Model

**AUDIENCE PARTICIPATION I - None**

**PUBLIC HEARING 2018-2019 BUDGET & BOARD APPROVAL**

Presentation of the 2018-2019 Mannington School Budget.

Discussion and questions on the 2018-2019 budget as presented.

Motion by Mr. Buzby and seconded by Mr. Bower that the Board of Education approve by Resolution the fiscal year 2018-2019 budget which has been approved by the Salem County Office of Education and is within the statutory cap reflecting a 2% increase in the tax levy and utilization of the Health Care Cost Adjustment and Banked Cap. (page 6213)

	<b>Budget</b>	<b>Local Tax Levy</b>
General Fund	\$ 3,688,501	\$ 2,750,279
Special Revenue Fund	\$ 204,282	\$ 0
Debt Service Fund	\$ 156,809	\$ 90,448
<b>Total Base Budget</b>	<b>\$ 4,049,592</b>	<b>\$ 2,840,727</b>

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

## 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
- X   8. Personnel Matters - 2018/2019 Contracts, Assignments, New Hires
- \_\_\_\_\_ 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 by Mrs. Skwirut and seconded by Mr. DiGregorio that the Board of Education enter into executive session at 7:30 p.m.

*Unanimously approved by voice vote. Motion Carried.*

## RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion by Mr. Buzby and seconded by Mrs. Skwirut that the Board of Education resume the public portion of the meeting at 8:02 p.m.

## APPROVAL OF MINUTES

Motion by Mr. Buzby and seconded by Mrs. Skwirut that the Board of Education approve the regular meeting minutes of March 20, 2018.

*Unanimously approved by voice vote. Abstain: Ms. Porter Motion Carried.*

## FINANCIAL

Motion by Mrs. Skwirut and seconded by Mr. Buzby that the Board of Education approve the following financial 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 February 28, 2018 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 February 28, 2018, 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 February 28, 2018.

(pages 6214-6224)

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of February 2018. (pages 6225-6227)
3. **Transfers** – Approve the transfer list for the month of March 2018. (page 6228)
4. **Bills To Be Paid** – Approve payroll and agency for the month of March 2018 and the bills list for the month of April 2018. (pages 6229-6231)
5. **District Tax Schedule** - Approve the District Tax Schedule for 2018-2019, based on the approved budget, in the amount of \$2,750,279 general fund and \$90,448 debt service fund for a total of \$2,840,727. (page 6232)
6. **Transportation Contract** - Approve entering into a Participation Agreement for 2018-2019 with the Gloucester County Special Services School District for the administration of the Salem County Transportation Cooperative for transportation involving:
  - Homeless, Nonpublic, Choice, Special Education, and Vocational Routes
  - In addition, approve entering into agreement with GCSSSD for their administration of the Aid-in-Lieu payments for NonPublic and Choice students.
7. **NJSIG Safety Grant** - Approve by Resolution the digital submission of the application for the Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, in the amount of \$2,690.38. (page 6233)
8. **Child Study Team Contract** - Approve the agreement with Salem County Special Services School District to provide Child Study Team Services for the 2018-2019 school year at an annual rate of \$73,743 (2017-2018 rate is \$71,944).
9. **OT/PT/Speech Contract** – Approve the itinerant services agreement with Salem County Special Services and the rates for related services/evaluations on an as needed basis for the 2018-2019 school year.
10. **SCVTS Tuition** - Approve the Salem County Vocational Technical School District Tuition Contract Agreement for the 2018-2019 school year. Tuition rates are \$1,650 shared-time and \$3,300 full-time. Estimated enrollment is 34 full-time students and 1 shared-time student for a total cost of \$113,850.

11. **Public Employer Trust** - Approve the Public Employer Trust Agreement for the period July 1, 2018 to June 30, 2019. This is a participation agreement for the medical and prescription plans administered by Brown & Brown Benefit Advisors.
12. **Alliance for Competitive Energy Services (ACES)** – Approve the resolution renewing the district's membership in the ACES Cooperative Pricing System from May 2018 through May 2023. (pages 6234-6235)
13. **Right To Know** - Approve participation in the Right to Know consortium (administered by Pittsgrove BOE) for completion of the RTK Survey Update by TTI Environmental, Inc. The cost is \$560 for the yearly update, to be completed by July 2018.
14. **AHERA**- Approve participation in the AHERA Compliance consortium (administered by Pittsgrove BOE) for AHERA Compliance Inspections to be completed by TTI Environmental, Inc. The cost is \$350 per inspection and inspections are done twice a year.
15. **Parking Lot Renovations** - Authorize the School Business Administrator to execute a contract with GWP Enterprises, Inc. for the parking lot renovations, upon the advice of and in consultation with the Board professionals, on May 3, 2018.

Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Mr. DiGregorio, Mrs. Porter and Mrs. Skwirut.  
Nays (0). Abstain (0). Motion carried.

#### BOARD OF EDUCATION BUSINESS

1. **Correspondence**
  - a. SCSBA - Carmen Porter 15 years of service
2. **Committee Reports**
  - a. Personnel Committee - Business Administrator contract
  - b. Township Committee Meeting - Eric Buzby (*unable to attend*)
3. **Unfinished Business**
  - a. Online Ethics Financial Disclosure Forms - Due April 30th
4. **New Business**
  - a. Superintendent Evaluation for 2017 - Please complete by May 31st.
  - b. Proposal to provide Shared Business Services to Elsinboro Board of Education beginning October 1, 2018.

#### SUPERINTENDENT'S RECOMMENDATIONS

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

##### A. **Professional Personnel**

1. Approve issuing a contract to the tenured and non-tenured teachers for the 2018-2019 school year.
2. Approve the 2018-2019 teachers' salaries as per the MEA Negotiated Agreement.

3. Approve the appointment of Allyson Parris as the 2nd Grade teacher for the 2018-2019 school year at an annual salary of \$55,795 Step 1 BA. Effective September 1, 2018 through June 30, 2019. Benefits according to the MEA Collective Bargaining Agreement.
4. Approve the appointment of Destiny Leoni as the Middle School Science teacher for the 2018-2019 school year at an annual salary of \$55,795 Step 1 BA. Effective September 1, 2018 through June 30, 2019. Benefits according to the MEA Collective Bargaining Agreement.
5. Approve the appointment of Sean Magerr as the Middle School Social Studies teacher for the 2018-2019 school year at an annual salary of \$57,795 Step 1 MA. Effective September 1, 2018 through June 30, 2019. Benefits according to the MEA Collective Bargaining Agreement.

**B. Other**

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

ORGANIZATION	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
Salem Little League	Various Dates April, May & June	4:00 pm to 7:00 pm	Backyard	Baseball Practice	Joyce Pompper
MAPSA	7/30/18 to 8/3/18	8:00 am to 3:00 pm	Fields and Classroom	Summer Camp	Drew Viereck

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

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD COST	BUS COST	ANTICIPATED SUB COST
5/18/18	5 & 6	34	Delaware Art Museum	Mrs. Sakewicz-Frank, Mrs. Anderson & Mrs. Carullo	\$6 (paid by Arts Fund)	\$150 (paid by Arts Fund)	\$85
5/18/18	PK to 3	74	Cape May Zoo	Mrs. Richman, Miss Spano, Mrs. Breslin, Mrs. Pompper, Miss Kitchin, Mrs. McCormick, Miss Parris	\$80 per bus	\$300 (est.)	n/a
5/31/18	4 to 8	40	Math Showcase Salem Community College	Mrs. Stiles & Miss Fair	n/a	\$150 (est.)	\$170
6/4/18	7	15	AJ Meerwald Bayshore Center at Bivalve	Miss Fair & Miss DiSanto	n/a	\$150 (est.)	n/a

3. **Workshops** - Approve the following request:

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Ms. Williams	Atlantic City, NJ	NJASA Spring Leadership Conference	5/16/18 to 5/18/18	\$550	X	n/a

4. **Student Admissions** - Approve the following non-resident (parent paid) tuition students for the 2018-2019 school year:

Student	Grade	Student	Grade
Lilianna Sample	K	Emily Hlavka	3
Gracelyn Wood	K	Riley Hlavka	4

(Letters of request have been received from these families)

5. **Student Admissions** - Approve the attendance of Emma Savidge (daughter of Katelyn Savidge) in the Kindergarten program for the 2018-2019 school year.
6. **Non-Resident Transportation** - Approve the request from Jolyn Mitchell-Riddle for her child to be transported to a Mannington Township address at the end of the school day at a cost of \$280 per student (payable as \$28 per month).
7. **School Calendar** - Approve the revised 2017-2018 School Calendar. Revision is because of the school being closed for two days due to inclement weather.
8. **School Calendar** - Approve the 2018-2019 School Calendar.
9. **Homeless Agreement** - Approve entering into the Salem County Homeless Student Agreement for the 2018-2019 school year. The agreement states that Mannington Township School will not seek tuition for any resident student, excluding special education students, determined to be homeless in accordance with the law, from any Salem County school district that participates.
10. **HIB** - Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent's monthly report for the period of February 16, 2018 to March 15, 2018.
11. **HIB** - Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of March 16, 2018 to April 20, 2018.

Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Mr. DiGregorio, Mrs. Porter, and Mrs. Skwirut.  
Nays (0). Abstain (0). Motion carried.

FOR YOUR INFORMATION

1. Fire Drills - 3/29/18
2. Security Drills - 3/20/18
3. School Report

4. Noteworthy Items:
  - a. Mrs. Kim - Spring Concert
5. Important Dates:
  - a. T.E.A.M. Community Day - May 12, 2018
  - b. Regular Monthly Meeting - Tuesday, May 15, 2018 at 7:00 pm
  - c. SCSBA Spring Meeting - Wednesday, May 16, 2018 from 6:45 pm to 9:00 pm
  - d. NJSBA/NJPTA Legislative Day - Thursday, May 17, 2018 from 8:15 am to 2:00 pm
  - e. NJSBA School Security & Student Safety Conference - Friday, June 1, 2018 from 9:30 am to 4:00 pm
  - f. Regular Monthly Meeting - Tuesday, June 12, 2018 at 7:00 pm *(Note date change)*
  - g. NJSBA Workshop 2018 - October 22nd to 25th at the Atlantic City Convention Center

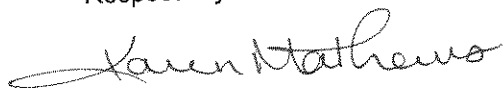
AUDIENCE PARTICIPATION II - None

#### ADJOURNMENT

Motion by Mr. Buzby and seconded by Mr. DiGregorio that the Board of Education meeting be adjourned at 8:27 p.m.

*Unanimously approved by voice vote. Motion Carried.*

Respectfully Submitted,



Karen Mathews  
Business Administrator/Board Secretary