

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, June 3, 2017.

Mrs. Skwirut, Board President, called the meeting to order at 7:04p.m.

Mrs. Skwirut led the group in the pledge to the flag.

Mrs. Skwirut 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. DeGregorio (arrived at 7:18 pm), Ms. Porter (arrived at 7:32 pm), Mr. Robinson, and Mrs. Skwirut. Members Excused: Mrs. Richman  
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

AUDIENCE PARTICIPATION I - None

#### APPROVAL OF MINUTES

Motion by Mr. Buzby and seconded by Mr. Bower that the Board of Education approve the regular meeting minutes of May 16, 2017.

*Unanimously approved by voice vote. Motion Carried.*

#### FINANCIAL

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

1. **Board Secretary Certification**

*(Pages 5959-5979)*

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 April 30, 2017 and May 31, 2017 and after review of the Secretary's Monthly Financial Reports (April and May) 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 April 30, 2017 and May 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 months ending April 30, 2017 and May 31, 2017.

2. **Cash Reconciliation Report**

*(Pages 5980-5982)*

Approve the cash reconciliation report for the months of April 2017 and May 2017.

3. **Transfers** (Page 5983-5984)  
Approve the transfer list for the months of May 2017 and June 2017.
  
4. **Bills To Be Paid** (Pages 5985-5987)  
Approve payroll and agency for May 2017 and the bills list for June 2017.  
Further, the board authorizes the Business Administrator to pay any outstanding bills due and to make any necessary transfers as required in June 2017 and July 2017 for year end close out of financial reports. A list of bills or transfers for this period will be presented at the next regularly scheduled meeting.
  
5. **July Bills To Be Paid** - Approval to pay any necessary warrants for the month of July 2017 with the payment list presented at the August meeting for final approval per the recommendation of the Superintendent and the Business Administrator.
  
6. **Capital/Maintenance Reserve** - Approve a resolution authorizing the transfer of up to \$350,000 in current year surplus into the Capital and/or Maintenance Reserve Accounts.  
(Page 5988)
  
7. **IDEA Grants** - Approve applying for fiscal year 2017 funds:
 

IDEA B	\$ 727
IDEA Preschool	<u>\$49,843</u>
TOTAL	\$50,750
  
8. **2017-2018 Anticipated Contracts to be Renewed, Awarded or to Expire** - Pursuant to P.L. 2015, Chapter 47, NJSA 18A:18A-42.2 the Mannington Board of Education intends to renew, award or permit to expire the attached contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, NJ Title 18A:18A et seq., NJAC 6A Chapter 23A, and Federal Uniform Administrative Requirements 2CFR Part 200.317 et. Seq.
  
9. **Pineland Learning Center Tuition** - Approve the 2016-2017 Tuition Contract Agreement with Pineland Learning Center for one student (JZ) beginning May 17, 2017 for 21 days at a per diem rate of \$280.46 for a total tuition cost of \$5,889.66.
  
10. **Cafeteria Prices** – Approve setting the following prices for the 2017-2018 school year:

Student Breakfast Regular	\$1.75	Staff Breakfast	\$2.50
Student Breakfast Reduced	\$0.30	Staff Lunch (Student Lunch)	\$4.50
Student Lunch Regular	\$3.00	Staff Lunch (Deli or Cold Platter)	\$4.50
Student Lunch Reduced	\$0.40	Staff Lunch (Hot Platter)	\$6.00
Milk	\$0.65	Staff Soup (Bowl)	\$2.00
Extra Entree/Pizza Slice	\$2.25	Staff Soup (Quart)	\$6.50

NJ State Paid Lunch Equity tool does not require lunch price increase for 2017-2018.

11. **Tuition Adjustments** - Approve payment to the Salem County Vocational Technical School District for the 2013-2014 tuition adjustment in the amount of \$10,611 noting the waiver by the SCVTS Board of Education for the 2014-2015 and 2015-2016 tuition adjustments as per the attached letter and board motion.

Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Mr. DiGregorio, Mr. Robinson and Mrs. Skwirut.

Nays (0). Abstain (0). Motion carried.  
BOARD OF EDUCATION BUSINESS

1. Correspondence - None
2. Committee Reports -
  - a. Township Committee Meeting update - Melanie Richman
3. Unfinished Business -
  - a. Superintendent Evaluation - Update to be provided in executive session.
  - b. Election Petitions for the November 2017 election are due to the County Clerk by Monday, July 31, 2017 at 4:00 p.m.  
Incumbents are: Eric Buzby and Carmen Porter
4. New Business -
  - a. Superintendent reports that all staff evaluations are complete for the 2016-2017 school year.
  - b. NJSBA Convention is October 23-27, 2017. Please notify the Board Office by August 1st if you plan to attend.

#### SUPERINTENDENT'S RECOMMENDATIONS

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

##### A. Professional Personnel

1. Approve the appointment of Christine Kim as the part-time (60%) Music Teacher for the 2017-2018 school year at an annual salary of \$32,601.60 (prorated from \$54,336) Step 1 BA. Effective September 1, 2017 through June 30, 2018. Due to the part-time status, there are no benefits associated with this contract.
2. Approve the appointment of Leah Waring as the part-time (40%) World Language (Spanish) Teacher for the 2017-2018 school year at an annual salary of \$21,734.40 (prorated from \$54,336) Step 1 BA. Effective September 1, 2017 through June 30, 2018. Due to the part-time status, there are no benefits associated with this contract.
3. Approve the appointment of Jody Viereck as the Coordinator of Student Services and Technology (formerly Head Teacher) for the 2017-2018 school year with an annual stipend of \$10,000.

##### B. Support Personnel

1. Approve Bruce Schamp as the Seasonal Groundskeeper at a rate of \$10.00 per hour for approximately 16 hours per week, effective July 1, 2017. Due to the part-time status, there are no benefits associated with this contract.
2. Approve the following substitutes at the Board approved substitute rate:
  - Jessica Pate - Secretarial
  - Hannah Sapp - Secretarial

##### C. Other

1. Student Admission - Approve the attendance of Brayden Dilks (grandson of Jeffrey Dilks) in the PreKindergarten program for the 2017-2018 school year.
2. Student Admission - Deny the request from a non-resident (parent paid) tuition student (BH) for the 2017-2018 school year due to non-payment for the remainder of

- the 2016-2017 year. Request will be considered once the current year is paid in full.
3. **Non-Resident Tuition Students** - Authorize the Superintendent to accept additional Non-Resident Tuition Students (space permitting) during the summer months with final Board approval at the next meeting.
  4. **Non-Resident Transportation** - Approve the request from Jolyn Mitchell-Riddle for her two children 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 student per month).
  5. **Graduation Awards** – Approve awarding \$25 each to seven (7) selected eighth grade students for achievement in the following areas: Valedictorian, Salutatorian, Mathematics, Language Arts, Science, Social Studies, and Russian.
  6. **Security Drills** - Approve the Security Drill Statement of Assurance that all requirements have been met relating to the practicing of school security drills for the 2016-2017 school year.
  7. **Nursing Service Plan & Protocols** - Approve the 2017-2018 Nursing Service Plan and Nursing Protocols as reviewed and signed off on by the school medical examiner.
  8. **Homeless Agreement** - Approve entering into the Salem County Homeless Student Agreement for the 2017-2018 school year. The agreement states that Mannington Township School would 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.
  9. **Electronic Violence and Vandalism Reporting System** - Approve submission of the EVVRS for reporting period 2.
  10. **HIB-ITP** - Approve submission of the HIB-ITP for reporting period 2.
  11. **School Performance Report** - Approve the 2015-2016 School Performance Report as presented.
  12. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of May 13, 2017 to June 16, 2017.
  13. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent's monthly report for the period of April 22, 2017 to May 12, 2017.

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

**SUPERINTENDENT'S REPORT**

Motion by Mr. DiGregorio and seconded by Ms. Porter that the Board of Education approve the Superintendent's Report, including:

Fire Drills - 5/23 & 6/15                      Security Drills - 5/30 & 6/13                      (Pages 5989-5990)

*Unanimously approved by voice vote. Motion Carried.*

FOR YOUR INFORMATION

- 1. School Report
- 2. Mannington Messenger - May/June
- 3. Important Dates:
  - a. Board of Education Meeting - Tuesday, August 15, 2017

(Pages 5991)

AUDIENCE PARTICIPATION II - None

EXECUTIVE SESSION

**Mannington Board 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 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 - Superintendent Evaluation
- 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 Mr. Buzby and seconded by Mr. DiGregorio that the Board of Education enter into executive session at 8:39 p.m.

*Unanimously approved by voice vote. Motion Carried.*

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion by Mr. DiGregorio and seconded by Ms. Porter that the Board of Education resume the public portion of the meeting at 8:50 p.m.

*Unanimously approved by voice vote. Motion Carried.*

5958

**SUPERINTENDENT EVALUATION**

Motion by Ms. Porter and seconded by Mr. Buzby that the Board of Education accept, and place on confidential file, the 2016-2017 Superintendent Evaluation for Kristin Williams.

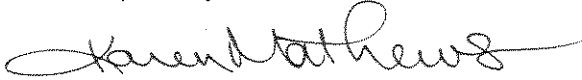
*Unanimously approved by voice vote. Abstain: Mr. Bower. Motion Carried.*

**ADJOURNMENT**

Motion by Ms. Porter and seconded by Mr. DiGregorio that the Board of Education meeting be adjourned at 8:58 p.m.

*Unanimously approved by voice vote. Motion Carried.*

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Karen Mathews".

Karen Mathews  
Business Administrator/Board Secretary