

MANNINGTON TOWNSHIP BOARD OF EDUCATION MINUTES – April 21, 2015

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, April 21, 2015.

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

Pledge to Flag 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.

Roll Call Members Present: Mr. Buzby, Mrs. Heritage, Ms. Porter, Mrs. Richman, Mrs. Shimp, Mrs. Skwirut and Mrs. Van Dover. Members Excused: None Members Absent: None

Also Present: Mrs. Constance McAllister, Superintendent, Ms. Kristin Williams, Principal and Mrs. Donna Dolbow, Business Administrator/Board Secretary and members of the community attending on file in board office.

Presentations PRESENTATIONS

1. Student of the Month Recognitions
Doug Shimp, Olivia Spina, Isis Velasquez

Correspondence CORRESPONDENCE

1. Letter to Elsinboro Board of Education regarding Shared Superintendent Agreement.
2. Letter from Donna Dolbow regarding her retirement.

Audience Participation AUDIENCE PARTICIPATION I - None

Principal's Report PRINCIPAL'S REPORT – Ms. Williams

(Page 5317)

Drills 1. Drills - Fire Drill 3/26/15; Security Drill 3/31/15

Approval of Minutes APPROVAL OF MINUTES

Motion by Mr. Buzby and seconded by Mrs. Richman that the Board approve the regular meeting minutes of March 17, 2015.

Unanimously approved by voice vote. Motion Carried.

Financial FINANCIAL

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

Budget Summary Report 1. **Budget Summary Report**

Board Secretary/Financial Certification 2. **Board Secretary/Financial 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, 2015 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Boards' 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, 2015, 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, 2015.

- 3. **Cash Reconciliation** – The financial report and the Board Secretary's Report are in agreement for the month of February 2015. Cash Reconciliation
(Pages 5318-5328)
- 4. **Transfers** – Approve the transfer list for March 2015 (Page 5330) Transfers
- 5. **Bills To Be Paid** – Approve payroll and agency for March 2015, the SUI payment for 1st quarter 2015 and the bills list for April 2015. Bills To Be Paid
(Pages 5330-5331)
- 6. **Janitorial Supplies** - Approve the Joint Purchase Agreement with Oldmans Township for the purchase of janitorial supplies for the 2015-2016 school year. Janitorial Supplies
- 7. **Extended School Year Program** – Approve operating the 2015 ESY Program at Mannington Township School, including related services per the IEP's for two Mannington Township students. The ESY Program will run from July 6th through August 14th, for two hours a day, two days a week. Extended School Year Program
- 8. **Transportation Contract** – Approve entering into participation of 2015-2016 Salem County Transportation Program administered by Gloucester County Special Services. Transportation Contract
- 9. **SCSSSD Extended School Year** - Approve OD #2014-02 to attend 2015 ESY Program at the SCSSSD Salem Campus and to receive related services as per IEP. The program runs from July 6th to August 13th, Monday to Thursday, from 8:45 a.m. to 2:45 p.m. Total tuition is \$4,310. Transportation costs will be approved when actual routes are received from GCSSSD. SCSSSD Extended School Year
- 10. **Public Employer Trust** - Approve the Public Employers Trust Agreement effective July 1, 2015 to June 30, 2016. This is a participation agreement for the medical and prescription plans for the district administered by Brown & Brown. Public Employer Trust

Roll Call vote: Ayes (7) Mr. Buzby, Mrs. Heritage, Ms. Porter, Mrs. Richman, Mrs. Shimp, Mrs. Skwirut and Mrs. Van Dover. Nays (0). Abstain (1) Mrs. Heritage #7. Motion carried.

BOARD OF EDUCATION BUSINESS

- 1. **Committee Reports** - None Committee Reports
- 2. **Unfinished Business** – None Unfinished Business
- 3. **New Business** New Business
 - a. Board Training - Eric Buzby, Governance IV; Courtney Heritage, Governance I; Carmen Porter, Governance IV; Cindy Shimp, Governance II

SUPERINTENDENT'S REPORT

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

Superintendent's Report

Professional Personnel

- 1. Approve the retirement of Suzann Mendenhall effective June 30, 2015. Further, approve payment of accumulated sick time as per negotiated contract and upon confirmation of days remaining as of June 30, 2015.

Professional Personnel

2. Approve advertising for Extended School Year Instructor for two hours a day, two days a week with one hour of preparation time per week.
Further, to set the pay range for an instructor at \$25-\$35 per hour depending on experience (or as return staffing).

Support
Personnel

Support Personnel

1. Approve Emily Barnes as a substitute teacher for the 2014-2015 school year at the board approved rate.
2. Approve Jennifer Lohmeyer as a substitute teacher, aide, cafeteria worker, and secretary for the 2014-2015 school year at the board approved rates.
3. Approve James Tunstall as a substitute custodian for the 2014-2015 school year at the board approved rate.
4. Approve advertising for part-time grounds worker (must be over age 18 to operate equipment) effective upon completion of required paperwork and through August 30, 2015 anticipated 2-3 days per week not to exceed \$3,000.
5. Summer Custodial Worker - Approve Alecia Bass for summer custodial work effective June 22, 2015 through August 21, 2015 for 7 hours per day with ½ hour lunch break - Monday through Thursday at \$12.80 per hour. (estimated approximate total of \$3,000). Mrs. Bass submitted a letter of interest in summer work and is a returning summer employee.
6. Advertising Vacancies - Approve advertising for other anticipated vacancies for the 2015-2016 school year.

Other

Other

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

CODE	POLICY	STATUS
3542.1	Business & Non-Instructional Operations Wellness & Nutrition	Revised

2. Facilities Use – Approve the following requests for the 2014-2015 year:

ORGANIZATION	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
T.E.A.M.	5/9/15	10:00 am - 2:00 pm	School Yard	Cowmunity Day	Casey Maxwell

3. Field Trips – Approve the following requests for the 2014-2015 year:

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD. COST	PAID BY	BUS COST	PAID BY	ANTICIPATED SUB COST
5/26/15	7 & 8	35	A. J. Meerwald - Bayshore Center at BiValve, Port Norris, NJ	Margaret McCormick, Suzann Mendenhall, Jennifer Williams & Stephanie Williams	n/a		n/a		\$205

6/9/15	6	17	Penn Museum of Ancient History	Nancy Anderson & Stephanie Williams	\$13.30	TEAM		Board	\$160
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4. HIB – Approve, as per the NJDOE, HIB reporting requirements, the Superintendent’s monthly report for March 14, 2015 – April 15, 2015.

Roll Call vote: Ayes (7) Mr. Buzby, Mrs. Heritage, Ms. Porter, Mrs. Richman, Mrs. Shimp, Mrs. Skwirut and Mrs. Van Dover. Nays (0). Abstain (1) Mrs. Heritage #4. Motion carried.

FOR YOUR INFORMATION

1. School Report (Page 5332)
2. Meals on Wheels recognized Mannington School, Mrs. Anderson and Mrs. Sakewicz-Frank for their dedication to Meals on Wheels. Mrs. Sakewicz-Frank was also presented with a \$50 Visa gift card (to be used for art supplies) in recognition of her 12 years of participation in the Giant Pumpkin Carve, including bringing students and 4-Hers.
3. Important Dates:
 - Public Hearing - Tuesday, May 5, 2015 at 7:00 p.m.
 - Cowmunity Day - Saturday, May 9, 2015 (Rain date: Saturday, May 16th)
 - Board of Education Meeting - Tuesday, May 19, 2015 at 7:00 p.m.

FYI

AUDIENCE PARTICIPATION II - None

Audience Participation

EXECUTIVE SESSION

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 – Personnel & Principal/Supt Contract discussion
- 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.

In Closed Session: Time: 7:21 p.m.

Motion: Mr. Buzby

Second: Mrs. Van Dover

Voice Vote: Yes: 7 No: none Abstain: none

Out of Closed: Time: 8:35 p.m.

Motion: Mrs. Van Dover

Second: Mrs. Shimp

Voice Vote: Yes: 7 No: none Abstain: none

Resumption of
Public Portion of the
Meeting

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion by Mrs. Van Dover and seconded by Mrs. Shimp that the Board resume the public portion of the meeting at 8:35 p.m.

Unanimously approved by voice vote. Motion Carried.

Adjournment

ADJOURNMENT

Motion by Mrs. Van Dover and seconded by Mrs. Heritage that the Board of Education meeting be adjourned at 8:36 p.m.

Unanimously approved by voice vote. Motion Carried.



Donna Dolbow, Board Secretary