

MANNINGTON TOWNSHIP BOARD OF EDUCATION MINUTES – May 17, 2016

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, May 17, 2016.

Ms. Porter, Vice-President, called the meeting to order at 7:04 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. Buzby, Ms. Porter, Mrs. Richman (arrived at 7:05 pm), Mr. Robinson, and Mrs. Shimp. Members Excused: Mr. DiGregorio and Mrs. Skwirut Members Absent: None

Also Present: Ms. Kristin Williams, Chief School Administrator and Mrs. Karen Mathews, Business Administrator/Board Secretary and members of the community attending on file in the board office.

PRESENTATIONS

1. Students of the Month
2. Philadelphia Zoo Trip

AUDIENCE PARTICIPATION I - None

APPROVAL OF MINUTES

Motion by Mr. Buzby and seconded by Mrs. Shimp that the Board of Education approve the regular meeting minutes and executive session minutes of April 26, 2016.

Unanimously approved by voice vote. Motion Carried.

FINANCIAL

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

1. **Board Secretary Certification**

Board's Certification:

(Page 5629-5639)

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 4**, the Mannington Township Board of Education certifies that as of March 31, 2016 and after review of the Secretary's Monthly Financial Reports 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 March 31, 2016, 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 March 31, 2016.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of March 2016.
(Page 5640)
3. **Transfers** – Approve the transfer list for the month of April 2016. (Page 5641)
4. **Bills To Be Paid** – Approve payroll and agency for April 2016 and the bills list for May 2016. (Page 5642-5643)
5. **Awarding of Contracts** – Adopt a Resolution authorizing the awarding of contracts for professional services without competitive bidding for a one-year term commencing July 1, 2016 and including district assignments.
(Page 5644)
6. **Petty Cash** – Approve establishing a \$250 petty cash fund for board office, main office, and custodial expenses (Karen Mathews, custodian); and a \$50 petty cash fund for cafeteria expenses (Karen Mathews, custodian) for the 2016-2017 school year.
7. **Parent Paid Tuition Rates** – Approve Regular Education Parent Paid Tuition Rates for the 2016-2017 school year as follows: \$3,000 for the first child; \$2,500 for the second child and \$2,000 for each additional child in the same family. Further, approve Special Education Parent Paid Rates at the Regular Education Parent Paid Tuition Rates plus additional amounts for Special Education Services provided.
8. **Public Employer Trust** - Approve the Public Employer Trust Agreement for the period July 1, 2016 to June 30, 2017. This is a participation agreement for the medical and prescription plans administered by Brown & Brown Benefit Advisors
9. **Health Benefits Plan** - Approve a change from the Amerihealth PPO plan to the Amerihealth PPO 10 plan for medical insurance beginning July 1, 2016. There will be no change in the prescription plan.
10. **Section 125 Plan** - Approve American Fidelity Assurance Company as the Section 125 Plan Administrator beginning July 1, 2016.
11. **Joint Purchase Agreement** - Approve the Joint Purchasing Agreement with Penns Grove-Carneys Point Regional School District for the purchase of Milk, Juice, Dairy and Ice Cream Products for the 2016-2017 school year.

12. **Cafeteria Lunch Prices** – Approve setting the following lunch prices for the 2016-2017 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 2016-2017.

Roll Call Vote: Ayes (5) Mr. Buzby, Ms. Porter, Mrs. Richman, Mr. Robinson, and Mrs. Shimp. Nays (0.) Abstain (0). Motion carried.

BOARD OF EDUCATION BUSINESS

1. **Correspondence** - None
2. **Committee Reports**
 - a. Policy Committee - Review of Policy 3542.1 Wellness & Nutrition
 - b. Personnel and Finance Committee - Review of Business Administrator Contract before submission to County Office of Education for review.
3. **Unfinished Business** - None
4. **New Business**
 - a. Election Petitions for the November 2016 election are due to the County Clerk by Monday, July 27, 2016 at 4:00 p.m.
Incumbents are: Robert DiGregorio, Cynthia Shimp, and Patricia Skwirut
 - b. Superintendent Evaluation - Please complete the online evaluation at www.njsba.org by June 3, 2016. You should receive an email (to your school account) with directions for accessing the evaluation.
 - c. District Goals for 2016-2017 - Theresa Lewis from New Jersey School Boards Association will be here at 10:00 am on June 1st to help develop the 2016-2017 Goals.

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

- d. Summer Food Service Program with the South Jersey Food Bank.
- e. Feasibility Study - Is the Board interested in gathering more information regarding the completion of a feasibility study for the purpose of changing

the send-receive high school for Mannington students?

Roll Call Vote: Ayes (5) Mr. Buzby, Ms. Porter, Mrs. Richman, Mr. Robinson, and Mrs. Shimp.
Nays (0.) Abstain (0). Motion carried.

SUPERINTENDENT'S REPORT

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

- A. Update to Board of Education - Superintendent Report** (Page 5645-5646)
Fire Drill - 4/19/16 Security Drill - 4/29/16

B. Support Personnel

1. Approve Reginald Teemer, Jr. as a substitute teacher for the 2015-2016 school year at the board approved rate.

C. Other

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

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

2. **Facilities Use** – Approve the following request for the 2015-2016 year:

ORGANIZATION	DATE	TIME	ROOM/AREA	EVENT	REQUESTOR
TEAM	6/13/16	7:00 pm - 9:00 pm	Library	TEAM Meeting	Cynthia Shimp

3. **Field Trip** – Approve the following request for the 2015-2016 year:

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD. COST	PAID BY	BUS COST	PAID BY	ANTICIPATED SUB COST
6/10/16	4th Marking Period	TBD	Achievement Trip - Wood Lanes Bowling	TBD		TEAM	n/a	n/a	TBD

4. **Workshops** - Approve the following request for the 2015-2016 year:

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Mrs. Mathews	Atlantic City, NJ	NJASBO 54th Annual Conference	6/8/16 & 6/9/16	\$150	X	n/a

5. **Summer Schedule** – Approve going to a summer schedule for administration, office staff and maintenance staff of 4 days per week (Monday through Thursday) effective June 27, 2016 through August 26, 2016, working contracted hours in 4 days.

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Note: One day off utilizes 1.25 vacation, personal or sick days.

- 6. **Summer Program** - Approve opening the library for students during the summer for checking out books and taking AR tests. Program to be coordinated by Kim Richman and held during normal building hours.
- 7. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent’s monthly report for the period of March 15, 2016 to April 22, 2016.
- 8. **HIB** – Approve, as per the NJDOE HIB reporting requirements, that there were no incidents of HIB for the period of April 23, 2016 to May 13, 2016.

Roll Call Vote: Ayes (5) Mr. Buzby, Ms. Porter, Mrs. Richman, Mr. Robinson, and Mrs. Shimp. Nays (0). Abstain (0). Motion carried.

- 9. **Student Admissions** - Approve the following parent paid tuition students for the 2016-2017 school year:

Student	Grade	Student	Grade	Student	Grade
Wesley Kelly	K	Logan Schaal	K	Isabel Azamar	1
Brayden Call	2	Olivia C. Foster	2	Xavier Jones	2
Tyler Land	2	Anabel Schaal	2	Noah Azamar	4
Jacey Beal	4	Alexis Cagle	5	Karly Sutton	5
Hannah Ayars	7	Dakota Beal	7	Logan Foote *	8

(Letters of request have been received from these families)

** Request for tuition-free attendance for eighth grade*

Motion by Mrs. Shimp and seconded by Mrs. Richman that the Board of Education approve the above Parent Paid Tuition Students:

Roll Call Vote: Ayes (5) Mr. Buzby, Ms. Porter, Mrs. Richman, Mr. Robinson, and Mrs. Shimp. Nays (0). Abstain (0). Motion carried.

Motion by Mr. Buzby and seconded by Mrs. Shimp that the Board of Education approve the above Tuition Free Student:

Roll Call Vote: Ayes (0). Nays (5) Mr. Buzby, Ms. Porter, Mrs. Richman, Mr. Robinson, and Mrs. Shimp. Abstain (0).

FOR YOUR INFORMATION

- 1. School Report
- 2. Spring Concert - Thursday, May 26, 2016 at 7 pm
- 3. Talent Show - June 8, 2016 at 7 pm
- 4. Wellness Days - June 13th and 14th

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5. Eighth Grade Graduation - June 15, 2016
6. Board of Education Meeting - Tuesday, June 21, 2016 at 7 pm


AUDIENCE PARTICIPATION II - None

ADJOURNMENT

Motion by Mr. Buzby and seconded by Mrs. Shimp that the Board of Education meeting be adjourned at 8:22 p.m.

Unanimously approved by voice vote. Motion Carried.

Respectfully Submitted,



Karen Mathews
Business Administrator/Board Secretary