

MANNINGTON TOWNSHIP BOARD OF EDUCATION MINUTES – May 19, 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, May 19, 2015.

Ms. Porter, Vice-President, called the meeting to order at 7:04 p.m.

Call to Order

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

Pledge to 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 (arrived at 7:55 pm), Mrs. Heritage (sat in public section, left at 7:10 pm & returned at 7:45 pm), Ms. Porter, Mrs. Richman, Mrs. Shimp, Mrs. Skwirut (arrived at 7:50 pm) and Mrs. Van Dover. Members Excused: None Members Absent: None

Roll Call

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
 - Andrew Dale, Marlen Talavera, Alicia Hutchinson

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: 7:10 p.m. Reason: Attorney Client
 Motion: Mrs. Van Dover
 Second: Mrs. Richman
 Voice Vote: Yes: 4 No: none Abstain: none

Out of Closed: Time: 7:30 p.m.
 Motion: Mrs. Shimp
 Second: Mrs. Van Dover
 Voice Vote: Yes: 4 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. Richman that the Board resume the public portion of the meeting at 7:30 p.m.

Unanimously approved by voice vote. Motion Carried.

Correspondence

CORRESPONDENCE
 Motion by Mrs. Van Dover and seconded by Mrs. Richman that the Board deny the letter of request for tuition free attendance of three students. (Page 5345)

*Roll Call vote: Ayes (4) Ms. Porter, Mrs. Richman, Mrs. Shimp, and Mrs. Van Dover.
 Nays (0). Abstain (0). Motion carried.*

Audience Participation

AUDIENCE PARTICIPATION I - None

Principal's Report Drills

PRINCIPAL'S REPORT – Ms. Williams (Page 5346)
 1. Drills - Fire Drill 4/28/15; Security Drill 4/21/15

Approval of Minutes

APPROVAL OF MINUTES
 Motion by Mrs. Shimp and seconded by Mrs. Van Dover that the Board approve the regular meeting minutes and executive session minutes of April 21, 2015 and the public hearing minutes of May 5, 2015.

Unanimously approved by voice vote. Motion Carried.

Financial

FINANCIAL
 Motion by Mrs. Richman and seconded by Mrs. Van Dover 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 March 31, 2015 and April 30, 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 March 31, 2015 and April 30, 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 months ending March 31, 2015 and April 30, 2015.

- 3. **Cash Reconciliation** – The financial report and the Board Secretary's Report are in agreement for the months of March 2015 and April 2015. *(Pages 5347-5369)* Cash Reconciliation
- 4. **Transfers** – Approve the transfer list for April 2015 *(Page 5370)* Transfers
- 5. **Bills To Be Paid** – Approve payroll and agency for April 2015 and the bills list for May 2015. *(Pages 5370-5371)* Bills To Be Paid
- 6. **Resolution – Awarding of Contracts** – Adopt a Resolution authorizing the award of contracts for professional services without competitive bidding for a one-year term commencing July 1, 2015 and including district assignments. *(Page 5371)* Janitorial Supplies
- 7. **Petty Cash** – Approve establishing a \$250 petty cash fund for board office/main office/custodial supply expenses (Karen Mathews, custodian); and a \$50 petty cash fund for cafeteria expenses (Karen Mathews, custodian) for the 2015-2016 school year, effective July 1, 2015. Petty Cash
- 8. **Tuition Rates** – Approve establishing the tuition rates for the 2015-2016 school year to attend Mannington as follows: Tuition Rates
 - Special Education: \$16,000 (parent and/or district paid)
 - Regular Education Parent Paid Tuition: \$3,000 for the first child; \$2,500 for each additional child in the same family
- 9. **Satellite Vending** - Approve entering into Satellite Food Service Vending Agreement for 2015-2016 between Mannington District and Salem City District with an increase in cost of meals over the previous year of \$0.05 cents and no change in milk price. Delivery fee is the same as last year at \$12.00 per day. Satellite Vending

Items 1-9:

Roll Call vote: Ayes (4) Ms. Porter, Mrs. Richman, Mrs. Shimp, and Mrs. Van Dover. Nays (0). Abstain (0). Motion carried.

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

- 10. **Cafeteria Lunch Prices** – Approve setting the following lunch prices for the 2015-2016 school year: Cafeteria Lunch Prices

Student Lunch Regular	\$3.00	Teacher Lunch Regular	\$3.75
Student Lunch Reduced	\$0.40	Teacher Lunch Special or Teacher Garden Salad	\$4.00
Milk	\$0.65	Teacher Soup	\$2.50
Student Breakfast Regular	\$1.50	Teacher Pizza Slice	\$2.50
Student Breakfast Reduced	\$0.30	Teacher Breakfast	\$2.50

Lunch prices based on 2015-2016 increased contract costs for vended lunches from Salem District. NJ State Paid Lunch Equity tool does not require lunch price increase for 2015-16.

- 11. **Paul's Commodity Hauling** - Approve the agreement with Paul's Commodity Hauling for hauling commodities for the district from Safeway Storage to Salem City School District Cafeteria for the 2015-2016 school year at \$2.95 per case with a minimum charge per trip of \$93.00. Paul's Commodity Hauling

Transportation

12. **Transportation** - Approve the 2015-2016 transportation renewals for Mannington District at the state renewable rate of 1.34% increase with contractor B. R. Williams, Inc. for the following routes:

Multi B Route 3	Mannington School	Renewal #14	\$16,980.50 (no inc.)*
Multi B Route 6	Mannington School	Renewal #14	\$25,891.53 (no inc.)*
Route 4A	Mannington School	Renewal #7	\$27,271.80 (no inc.)*
Route 5A	Mannington School	Renewal #7	\$27,271.80 (no inc.)*
Route HS1A	Salem HS & Pennsville HS	Renewal #3	\$31,793.40 (1.34% inc.)
Route HS2A	Woodstown HS & SCVTS	Renewal #3	\$31,793.40 (1.34% inc.)
Total:			\$161,002.43

* Elementary routes #3, #6, #4A, #5A at no increase - held for 2nd year with change in school times per consolidated routes from two years ago - this is last year held with no increase on elementary routes.

Transportation

13. **Transportation** - Approve entering into Transportation Jointure with Elsinboro Board of Education on Route HS1A, to/from Pennsville High School for transport of Elsinboro students attending Pennsville High School for academy program for 2015-2016 school year at cost to Elsinboro of \$3,000.

Items 10-13:

Roll Call vote: Ayes (4) Ms. Porter, Mrs. Richman, Mrs. Shimp, and Mrs. Van Dover.
Nays (0). Abstain (0). Motion carried.

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

EIRC

14. **EIRC** - The Board approve entering into Agreement with Educational Information and Resource Center to provide products and services to Mannington Board of Education effective July 1, 2015 through June 30, 2016.

Child Study Team Contract

15. **Child Study Team Contract** – Approve the agreement with Salem County Special Services School District to provide Child Study Team Services for the 2015-2016 school year at an annual rate of \$68,280.00 (payable monthly beginning Sept. 2015).

OT/PT/Speech Contract

16. **OT/PT/Speech Contract** – Approve itinerant services agreement and rates for related services/evaluations on an as needed basis with Salem County Special Services for the 2015-2016.

Cafeteria Software Renewal

17. **Cafeteria Software Renewal** - Approve the Annual Support Fees for the Cafeteria Point of Service Software (QSP-4, SDMS & Pay For It) and the Annual Hosting Fee effective July 1, 2015- June 30, 2016 through CC Productions at the rate of \$965.

Roll Call vote: Ayes (5) Ms. Porter, Mrs. Richman, Mrs. Shimp, Mrs. Skwirut, and Mrs. Van Dover.
Nays (0). Abstain (0). Motion carried.

BOARD OF EDUCATION BUSINESS

Committee Reports

1. **Committee Reports** - None

Unfinished Business

2. **Unfinished Business** – None

New Business

3. **New Business**
 a. Election Petitions for the November 2015 election are due to the County Clerk by July 27, 2015 at 4:00 p.m.
 Incumbents are Melanie Richman and Jennifer Van Dover.

- b. Superintendent Evaluation -- NJSBA online evaluation – will email board members when ready for online evaluation.

SUPERINTENDENT'S REPORT

Superintendent's Report

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

Professional Personnel

Professional Personnel

1. The Board approve entering into contract agreement with Mrs. Karen Mathews as Business Administrator (full time) for a one year contract effective July 1, 2015 through June 30, 2016 at salary of \$70,000. The contract has received Salem County Office of Education approval from Mrs. Nicolosi, Interim Executive Regional Superintendent as per the attached correspondence of May 15, 2015.
2. Approve Timothy Fox as the Extended School Year Teacher for five (5) hours per week on (Tues & Thurs) from July 6, 2015 through August 14, 2015 at the rate of \$28 per hour for six (6) weeks for a total of \$840.

Support Personnel

Support Personnel

1. Approve the attached substitute rates for the 2015-2016 school year. (Page 5372)
2. The Board authorizes the Principal/Superintendent to secure a candidate of choice for part-time board clerk position not to exceed a rate of \$15 per hour for 15 hours per week with final approval at the June monthly meeting.
3. The Board authorizes the Principal/Superintendent to extend an offer of employment to the candidate of choice as grounds worker, as advertised and discussed at previous meeting, not to exceed \$3,000 with final approval at the June meeting and employee start date effective with completion of required paperwork clearance.

Other

Other

1. Field Trips – Approve the following request for the 2014-2015 year:

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD. COST	PAID BY	BUS COST	PAID BY	ANTICIPATED SUB COST
5/20/15	5	18	Franklin Institute	Lori Bobbitt	\$19.00	TEAM			\$0

2. Workshop - Approve the following workshop for the 2014-2015 year:

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Nancy Anderson	Kansas City	Next Generation Science Standards	5/27/15 - 5/29/15	n/a	n/a	\$240

3. Student Admissions - Approval of parent paid tuition student admissions for the 2015-2016 school year. (Letters have been received from these families)

Student	Grade	Student	Grade	Student	Grade
Bryson Graham	PreK	Logan Schaal	PreK	Isabel Azamar	K
Brayden Call	1	Olivia C. Foster	1	Xavier Jones	1
Anabel Schaal	1	Noah Azamar	3rd	Jared Pew	3rd
Karly Sutton	4th	Hannah Ayars	6th	Emily Pew	6th
Skylie Lubrano	8th				

4. Homeless Agreement - Approve entering into the Salem County Homeless Student Agreement for 2015-2016. The agreement states that Mannington 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 districts who participate. (100% Salem County district participation is anticipated for 2015-2016).
5. STEM Summer Enrichment - Approve a STEM Summer Enrichment program to be held at Mannington Township School from June 22nd through June 25th from 9:00 am until 11:30 am for 4th, 5th, and 6th grade students with a limit of 20 students each day. This program will be funded with the money received from the STEM grant and will be led by Theresa Durham.
6. HIB – Approve, as per the NJDOE, HIB reporting requirements, the Superintendent's monthly report for April 16, 2015 – May 15, 2015.

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

FYI

FOR YOUR INFORMATION

1. School Report
2. Important Dates:

(Page 5372)

Board of Education Meeting - Tuesday, June 16, 2015 at 7:00 p.m.

Audience
Participation
Adjournment

AUDIENCE PARTICIPATION II - None

ADJOURNMENT

Motion by Mrs. Van Dover and seconded by Mrs. Shimp that the Board of Education meeting be adjourned at 8:05 p.m.

Unanimously approved by voice vote. Motion Carried.



Donna Dolbow, Board Secretary