

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, August 15, 2017.

Mrs. Skwirut, Board President, called the meeting to order at 7:18p.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. DiGregorio, Mrs. Richman, Mr. Robinson, and Mrs. Skwirut. Members Excused: Ms. Porter 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.

CORRESPONDENCE

1. Thank you note from SPS Mechanical
2. Thank you note from Trevor Buzby
3. Thank you letter from Salem County Humane Society

AUDIENCE PARTICIPATION I - None

APPROVAL OF MINUTES

Motion by Mr. Buzby and seconded by Mr. DiGregorio that the Board of Education approve the regular meeting minutes and executive session minutes of June 20, 2017.

Unanimously approved by voice vote. Motion Carried.

FINANCIAL

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

1. **Board Secretary Certification** (Page 6001-6012)

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 June 30, 2017 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 June 30, 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 month ending June 30, 2017.

2. **Cash Reconciliation Report-** Approve the cash reconciliation report for the month of June 2017. (Page 6013-6014)
3. **Transfers-** Approve the transfer lists for the months of June 2017 and July 2017. (Pages 6015-6016)
4. **Bills To Be Paid-** Approve payroll and agency for June 2017 and July 2017 and the bills list for June 30, 2017, July 2017 and August 2017. (Pages 6017-6022)
5. **Transportation** - Approve the 2017-2018 transportation renewals for Mannington District at the state renewable rate of 0.30% increase with contractor B.R.Williams, Inc. for the following routes:

Multi B Route 3	Mannington School	Renewal #16	\$17,128.52
Multi B Route 6	Mannington School	Renewal #16	\$26,117.23
Route 4A	Mannington School	Renewal #9	\$27,509.40
Route 5A	Mannington School	Renewal #9	\$27,509.40
Route HS1A	Salem HS	Renewal #5	\$24,271.20
Route HS2A	Woodstown HS & SCVTS	Renewal #5	\$32,070.60
Total:			\$154,606.35

6. **Transportation Out-of-District** - Approve the following Out-Of-District transportation routes for the 2017-2018 school year as per the renewal/bid results received from Gloucester County Special Services Salem County Transportation Department:

Route #	Contractor	# of Students	Destination	Estimated Cost
Y313	B.R. Williams	2 Mannington	SCIT - PGHS	\$376.24 per day*
Y659	Sheppard	3 Mannington	SCIT - Schalick HS	\$280.99 per day*
Y1177	B.R. Williams	1 Mannington	Pineland Learning Center	\$412.65 per day*
Y1312	Wyshinski	1 Mannington	Alternative Middle School	\$229.99 per day*

* This is a route cost. Mannington will pay a portion of the cost based on the number of students assigned to the route.

7. **Pineland Learning Center Tuition** - Approve the 2017-2018 Tuition Contract Agreement with Pineland Learning Center for one student (JZ) beginning September 1, 2017 for 180 days at a per diem rate of \$292.00 for a total tuition cost of \$52,560.
8. **ESEA** – Approve applying for fiscal year 2018 funds:

Title I	\$103,585
Title IIA	\$ 6,675
Title IV	<u>\$ 10,000</u>
Total	\$120,260

9. **NJSIG Safety Grant** – Accept the Safety Grant in the amount of \$2,465.42 from the New Jersey Schools Insurance Group and approve the use of the funds towards safety improvements for the school.
10. **Bid Award - Milk and Ice Cream** - Approve awarding the bid for Milk to Balford Farms and the bid for Ice Cream to Simco Logistics DBA Jack & Jill Ice Cream for the Mannington Township School District for the 2017-2018 school year, as advertised and awarded through the Salem County Joint Purchasing Consortium.
11. **School Fund** - Approve designating Jessica Pate as the Activities Accountant for the School Fund and updating the bank signature cards to reflect the same.
12. **School Parking Lot** - Approve completion of a Land Survey to be utilized for the engineering and design of proposed improvements to the driveway and parking lot by Remington and Vernick Engineers.

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

BOARD OF EDUCATION BUSINESS

1. **Correspondence**
 - a. NJSBA letter regarding completion of Online Governance III: Student Achievement by Robert DiGregorio.
2. **Committee Reports**
 - a. Township Committee Meeting update - Robert DiGregorio
 - b. Facilities Committee Meeting update - Parking lot improvements
3. **Unfinished Business** - None
4. **New Business** - None

SUPERINTENDENT'S RECOMMENDATIONS

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

A. Professional Personnel

- a. Approve the appointment of Rebekah Anderson as the Long-term Substitute World Language (Spanish) Teacher at a rate of \$125 per day, effective September 1, 2017 until such time as certification is received.
Further, approve the appointment of Rebekah Anderson as the part-time (40%) World Language (Spanish) Teacher for the 2017-2018 school year at a salary of \$54,336 Step 1 BA to be prorated based on start date and 40% time, effective upon receipt of certification. Benefits according to the negotiated MEA Collective Bargaining Agreement.
- b. Approve the following mentors and payment (through payroll) of the required mentoring fee:
Lisa Ridgway-Stiles as the mentor for Christine Kim
Marge McCormick as the mentor for Amber Fair

B. Support Personnel

1. Approve Caelen Watson as the Part-time Summer Worker at a rate of \$8.50 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 Ian Wilkinson as the Part-time Computer Technician at a rate of \$25 per hour for approximately one day per week effective August 1, 2017 through June 30, 2018. Due to the part-time status, there are no benefits associated with this contract.
3. Accept the letter of resignation from Tiffeny Ambruster, Business Office Clerk, effective June 30, 2017.
4. Approve Jessica Pate as the Part-time Business Office Clerk at a rate of \$12 per hour for approximately 15 hours per week, effective September 1, 2017 through June 30, 2018. Due to the part-time status, there are no benefits associated with this contract.
5. Approve the attached list of substitutes at the Board approved substitute rates. (Page 6023)
6. Approve the 2017-2018 substitute rates as follows:

POSITION	RATE
Substitute Nurse	\$125.00 per diem
Substitute Teacher	\$85.00 per diem
Substitute Aide	\$70.00 per diem
Substitute Secretary	\$10.00 per hour
Substitute Custodian	\$10.00 per hour
Substitute Cafeteria Worker	\$9.00 per hour

C. Other

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

CODE	POLICY	STATUS
3327	Business & Non-Instructional Operations Relations with Vendors	Revision (Required)
4250	Support Personnel Leaves of Absence	Revision
4250.1	Support Personnel Personal Days	Revision
4250.2	Support Personnel Sick Days	Revision

4250.3	Support Personnel Employee Vacations	Revision
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2. **Facilities Use** – Approve the following requests:

ORGANIZATION	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
Mannington Township Ruritans	12/10/17 (Set-up 12/8/17)	7:30 am - 11:00 am	Kitchen and All-Purpose Room	Ruritan Pancake and Sausage Breakfast	John Sakewicz
Mannington Township Ruritans	3/11/18 (Set-up 3/9/18)	7:30 am - 11:00 am	Kitchen and All-Purpose Room	Ruritan Pancake and Sausage Breakfast	John Sakewicz

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

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Kristin Williams	Monroe Township NJ	Legal Requirements and Emergent Issues - Student Code of Conduct	8/29/17	\$150	X	n/a
Kristin Williams	Monroe Township NJ	Best Practices for Improving School Climate	8/30/17	\$150	X	n/a
Karen Mathews	Mount Laurel NJ	ESSA Accounting/Reporting Requirement Update	9/12/17	\$100	X	n/a
Karen Mathews	Mount Laurel NJ	New Title I Requirements under ESSA	10/10/17	\$100	X	n/a
Kristin Williams, Dorothy Breslin, Carmela Spano	Mercerville, NJ	Prekindergarten - Tools of the Mind Training	8/24/17 8/25/17 10/11/17 1/10/18 3/20/18	\$4950 Funded through Grow NJ Kids	X	\$465 Funded through Grow NJ Kids

4. **Comprehensive Equity Plan** - Approve the Comprehensive Equity Plan Annual Statement of Assurances for 2017-2018.
5. **Curriculum Revisions** - Approve and adopt the the district curricula and revisions for the 2017-2018 school year.
6. **Job Descriptions** - Approve the revisions to the attached job descriptions, including changes in title for both positions.

7. **Student Admission** - Approve the requests from non-resident (parent paid) tuition students for the 2017-2018 school year as follows:
 - Kathrine Gerber - Pre-Kindergarten
 - Noah Mayhew - Pre-Kindergarten
 - Bailey Holland - Kindergarten (returning student)
 - Sharif Frisby - 3rd Grade
 - Cody Messina - 6th Grade(Letters of request were received from the families)

8. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent's monthly report for the period of May 13, 2017 to June 16, 2017.

9. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, that there were no instances of HIB for the period of June 17, 2017 to August 11, 2017.

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

FOR YOUR INFORMATION

1. School Report (Page 6024)
2. Staff Commendations
 - a. Lisa Stiles & Nancy Anderson - Presenters at the County Wide Summer Science training
 - b. Heather Sakewicz - Hallway Mural
 - c. Kim Richman and Joyce Pompper - Summer Reading
3. Important Dates:
 - a. Back to School Night - Thursday, September 14, 2017 from 5 pm to 6:30 pm
 - b. Board of Education Meeting - Tuesday, September 19, 2017

AUDIENCE PARTICIPATION II - None

ADJOURNMENT

Motion by Mr. DiGregorio and seconded by Mrs. Richman that the Board of Education meeting be adjourned at 8:23 p.m.

Unanimously approved by voice vote. Motion Carried.

Respectfully Submitted,



Karen Mathews
Business Administrator/Board Secretary