

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 7, 2019.

Ms. Porter, Board President, called the meeting to order at 7:07 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 and the Elmer Times, as well as posted in the Municipal Building and the Mannington Township School.

Members Present: Mr. Bower, Mr. DiGregorio, Mrs. Patrick, Mr. Poole, Ms. Porter
 Members Excused: Mrs. Skwirut Members Absent: Mr. Buzby

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.

AUDIENCE PARTICIPATION I - None

PUBLIC HEARING 2019-2020 BUDGET & BOARD APPROVAL

Presentation of the 2019-2020 Mannington School Budget.
 Discussion and questions on the 2019-2020 budget as presented.

Motion by Mr. DiGregorio and seconded by Mrs. Patrick that the Board of Education approve by Resolution the fiscal year 2019-2020 budget which has been approved by the Salem County Office of Education and is within the statutory cap reflecting a 2% increase in the tax levy and utilization of Banked Cap in the amount of \$50,000. (Page 6624)

	Budget	Local Tax Levy
General Fund	\$ 3,755,178	\$ 2,855,285
Special Revenue Fund	\$ 193,414	\$ 0
Debt Service Fund	\$ 159,204	\$ 105,074
Total Base Budget	\$ 4,107,796	\$ 2,960,359

Roll Call vote: Ayes (5) Mr. Bower, Mr. DiGregorio, Mrs. Patrick, Mr. Poole and Ms. Porter
 Nays (0). Abstain (0). Motion carried.

CLOSE THE PUBLIC HEARING PORTION OF THE MEETING

Motion by Mr. DiGregorio and seconded by Mrs. Patrick that the Board of Education close the public hearing portion of the meeting at 7:11 p.m.
 Unanimously approved by voice vote. Motion Carried.

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 (Student) 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
- X 8. Personnel Matters - 2019/2020 Contracts & Assignments
- _____ 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. Bower and seconded by Mrs. Patrick that the Board of Education enter into executive session at 7:12 p.m.

Unanimously approved by voice vote. Motion Carried.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion by Mr. DiGregorio and seconded by Mrs. Patrick that the Board of Education resume the public portion of the meeting at 7:43 p.m.

Unanimously approved by voice vote. Motion Carried.

APPROVAL OF MINUTES

Motion by Mr. DiGregorio and seconded by Mrs. Patrick that the Board of Education untangle the approval of the regular meeting minutes of March 19, 2019.

Unanimously approved by voice vote. Motion Carried.

Motion by Mr. Bower and seconded by Mr. Poole that the Board of Education approve the regular meeting minutes of March 19, 2019.

Unanimously approved by voice vote. Motion Carried.

Abstain: Mr. Poole, Mr. DiGregorio

Motion by Mr. DiGregorio and seconded by Mrs. Patrick that the Board of Education approve the regular meeting minutes of April 16, 2019.

Unanimously approved by voice vote. Motion Carried.

Abstain: Mr. Bower, Mr. Poole

FINANCIAL

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

1. **Board Secretary 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, 2019 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, 2019, 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, 2019. *(Pages 6625-6638)*

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of March 2019. *(Pages 6639-6641)*
3. **Transfers** – Approve the transfer list for the month of April 2019. *(Page 6642)*
4. **Bills To Be Paid** – Approve payroll and agency for the month of April 2019 and the bills list for the month of May 2019. *(Pages 6643-6646)*
5. **Shared Services** - Approve the agreement to provide Shared Business Administrator Services to Quinton Board of Education effective July 1, 2019 to June 30, 2020 at an annual cost to Quinton of \$58,000.
6. **District Tax Schedule** - Approve the District Tax Schedule for 2019-2020, based on the approved budget, in the amount of \$2,855,285 general fund and \$105,074 debt service fund for a total of \$2,960,359. *(Page 6647)*
7. **Awarding of Contracts** – Approve awarding contracts for professional services without competitive bidding for a one-year term commencing July 1, 2019 and including district assignments. *(Page 6648)*
8. **Petty Cash** – Approve establishing a \$250 petty cash fund for board office, main office, and custodial expenses (Karen Mathews, custodian); a \$50 petty cash fund for cafeteria expenses (Karen Mathews, custodian), and a \$50 petty cash fund for SACC expenses (Karen Mathews, custodian) for the 2019-2020 school year.
9. **Section 125 Plan** - Approve continuation of American Fidelity Assurance Company as the Section 125 Plan Administrator from July 1, 2019 to June 30, 2020.

10. **Transportation Contract** -- Approve the 2019-2020 Contracts for Participation in the NonPublic AIL Program and Choice Program, administered by the Gloucester County Special Services School District.
11. **ESY** - Approve student #7530852372 to attend the 2019 ESY Program at the SCSSSD Salem Campus with a tuition rate of \$4,800.
12. **Salem City Tuition** - Approve the Salem City Special Education Tuition Contract Agreements for the 2017-2018 and 2018-2019 school year for student #2172594820. Tuition rates are \$19,494 for 2017-2018 and \$20,000 for 2018-2019. These contracts are a result of a classification error that was discovered as part of the review of the 2017-2018 tuition adjustment.
13. **Salem City Tuition** - Approve the tuition contract agreement with Salem City School District, as follows, for the 2019-2020 school year:

Comprehensive High School	23 students at \$14,000	\$ 322,000
Comprehensive Resource Room	500 hours at \$25.40 per hour	\$12,700
2017-2018 Tuition Adjustment	Mannington owes Salem	\$20,221
	Total	\$354,921

14. **All-Purpose Room Air Conditioning Upgrade** - Approve the award of the All-Purpose Room Air Conditioning Upgrade to SPS Mechanical, Inc. at a total cost of \$39,400. Further, approve, by resolution, the withdrawal from the Capital Reserve Account for the total cost of the project. (Page 6649)
15. **Shared Services Media Specialist** - Approve a Shared Services Agreement with the Quinton Board of Education to provide oversight of the Quinton School Library beginning May 2019 at an annual cost of \$1,000 (prorated to \$200 for the 2018-2019 school year). Further, approve a Shared Services Agreement with the Quinton Board of Education to provide oversight of the Quinton School Library for the 2019-2020 school year at an annual cost of \$1,000.

Roll Call vote: Ayes (5) Mr. Bower, Mr. DiGregorio, Mrs. Patrick, Mr. Poole, Ms. Porter
Nays (0). Abstain (1) Ms. Porter - #11 only. Motion carried.

BOARD OF EDUCATION BUSINESS

1. **Correspondence** - None
2. **Committee Reports**
 - a. Mission/Vision/Core Values Committee Meeting - Carmen Porter, Chair
Topic(s): Creation of Vision Statement
 - b. Salem High School Representative - Eric Buzby
 - c. Township Committee Meeting - Bethanne Patrick
3. **Unfinished Business**
 - a. Superintendent Evaluation for 2018/2019 - Please complete by May 31st

4. **New Business**

- a. Consider changing the meeting date to the second Tuesday of the month to not conflict with other meetings of Board of Education members and to change the start time to 6:30 pm.

Unanimously approved by voice vote. Motion Carried.

SUPERINTENDENT'S RECOMMENDATIONS

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

A. Professional Personnel

- 1. Accept, with regrets, the letter of resignation from Jessica Dyer, effective June 30, 2019. Miss Dyer has been a teacher here for three years.
- 2. Accept, with regrets, the letter of resignation from Jeffrey Dilks, effective June 30, 2019. Mr. Dilks has been a teacher here for three years.
- 3. Approve issuing a contract to the tenured and non-tenured teachers for the 2019-2020 school year. *(Page 6650)*
- 4. Approve the 2019-2020 teachers' salaries as per the MEA Negotiated Agreement.
- 5. Approve the appointment of Jody Viereck as the Coordinator of Student Services and Technology for the 2019-2020 school year with an annual stipend. *(Page 6651)*
- 6. Approve the appointment of Jeffrey Dilks as the Library/Media Specialist for the 2019-2020 school year with an annual stipend for the oversight of the Mannington and Quinton School Libraries. *(Page 6652)*
Further, approve a prorated stipend for the remainder of the 2018-2019 school year for oversight of the Quinton School Library.

B. Support Personnel

- a. Approve the 2019-2020 contracts and salaries for the:
 - Instructional Aides
 - 10 month support staff
 - 12 month support staff *(Page 6653)*
- b. Approve the 2019-2020 contract and salary for Dorothy Breslin as the SACC Before School Care Attendant. *(Page 6655)*

C. Other

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

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Mrs. Sakewicz-Frank	Online	Arts Integration & STEAM Online Conference	7/18/19	\$99	n/a	n/a

2. **Student Admissions** - Approve the following non-resident (parent paid) tuition students for the 2019-2020 school year (returning students):

Student	Grade	Student	Grade
Matthew Mason	3	Kaiden Mortimer	3
Bethany Mason	3	Germayonnie Rosa Ayala	8

(Letters of request have been received from these families)

3. **Student Admissions** - Approve the following non-resident (parent paid) tuition students for the 2019-2020 school year (new students):

Student	Grade	Student	Grade	Student	Grade
Dawson Fogg	PK	Olivia Painter	PK	Bryanna Giorgianni	1
Jaxson Fogg	PK	Ty Vengenock	PK	Andrew May	7
Max Hewitt	PK	Gia Gibison	1		

(Letters of request have been received from these families)

4. **Summer Schedule** - Approve going to a summer schedule for administration, office staff and maintenance staff of 4 days per week (Monday through Thursday) effective July 1, 2019 through August 30, 2019.
5. **Comprehensive Equity Plan** - Approve by Resolution, the submission of the Comprehensive Equity Plan for years 2019-2020 through 2021-2022. (Page 6655)
6. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading of the HIB report for the period of March 15, 2019 to April 12, 2019.
7. **HIB** - Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of April 13, 2019 to May 3, 2019.

Roll Call vote: Ayes (5) Mr. Bower, Mr. DiGregorio, Mrs. Patrick, Mr. Poole, Ms. Porter
 Nays (0). Abstain (1) Mr. Bower - #3 and #4 Professional Personnel. Motion carried.

FOR YOUR INFORMATION

1. Fire Drill - 4/10/19 Security Drill - 4/26/19
2. School Report
3. Noteworthy Items:
 - a. Mrs. McCormick and NJHS students for painting the faculty room
 - b. Garden Warriors and Mrs. Sakewicz-Frank for planting flower beds
 - c. Thank you from flag football for use of school facilities
4. Important Dates:
 - a. T.E.A.M. Cow-munity Day - May 11, 2019
 - b. SCSBA Spring Dinner - May 15th at Riverview Inn - Dinner 6:00 pm - Program 6:45 pm - Ms. Porter & Mrs. Patrick will attend
 - c. Regular Monthly Meeting - Tuesday, June 11, 2019 at 6:30 pm

AUDIENCE PARTICIPATION II - None

ADJOURNMENT

Motion by Mr. Bower and seconded by Mrs. Patrick that the Board of Education meeting be adjourned at 8:28 p.m.

Unanimously approved by voice vote. Motion Carried.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Karen Mathews".

Karen Mathews
Business Administrator/Board Secretary