

MANNINGTON TOWNSHIP BOARD OF EDUCATION MINUTES Tuesday, June 9, 2020

The Regular Meeting of the Board of Education of the Township of Mannington, County of Salem, New Jersey, was held at 6:30 p.m. on Tuesday, June 9, 2020.

Ms. Porter, Board President, called the meeting to order at 6:35 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, Mrs. Cooper, Mr. DiGregorio, Mrs. Patrick, Mr. Poole, and Ms. Porter. Members Excused: Mr. Buzby 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.

AUDIENCE PARTICIPATION I

- Brittany Chafin - Here for tuition approval section

APPROVAL OF MINUTES

Motion by Mr. Bower and seconded by Mrs. Patrick that the Board of Education approve the Public Hearing/Regular Meeting Minutes and Executive Session Minutes of May 5, 2020.

Unanimously approved by voice vote. Motion Carried.

FINANCIAL

Motion by Mrs. Patrick and seconded by Mrs. Cooper 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 April 30, 2020 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 April 30, 2020, 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 April 30, 2020. *(Page 7139-7158)*

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of April 2020. *(Page 7159-7161)*
3. **Transfers** – Approve the transfer list for the month of May 2020. *(Page 7162)*
4. **Bills To Be Paid** – Approve payroll and agency for the month of May 2020 and the bills list for the month of June 2020. *(Pages 7163-7166)*
Further, approve a June 30th Bills List to pay any final warrants for the 2019-2020 year end.

5. **July Bills To Be Paid** - Approval to pay any necessary warrants for the month of July 2020 with the payment list presented at the August meeting for final approval per the recommendation of the Superintendent and the Business Administrator.

6. **Capital/Maintenance Reserve** - Approve a resolution authorizing the transfer of up to \$500,000 in current year surplus into the Capital and/or Maintenance Reserve Accounts.

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7. **2019-2020 Anticipated Contracts to be Renewed, Awarded or to Expire** - Pursuant to P.L. 2015, Chapter 47, NJS 18A:18A-42.2 the Mannington Board of Education intends to renew, award or permit to expire the attached contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, NJ Title 18A:18A et seq., NJAC 6A Chapter 23A, and Federal Uniform Administrative Requirements 2CFR Part 200.317 et. Seq.

8. **Policy Consultant Services** - Approve discontinuation of Business Communications Services, Inc. for Policy Consultation Services for the 2020-2021 school year.

9. **Cafeteria Prices** – Approve setting the following prices for the 2020-2021 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	\$3.05	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 required a 5 cent increase in the lunch price for 2020-2021.

10. **ESEA** - Approve an amendment to ESEA Title IV for fiscal year 2020 (reallocation of funds).

11. **ESEA** – Approve applying for fiscal year 2021 funds in the total amount of \$118,312.

Title I Part A	\$99,093
Title I Reallocated	\$4,332
Title II Part A	\$4,887
Title IV	\$10,000

12. **IDEA** - Approve applying for fiscal year 2021 funds in the total amount of \$58,999.

IDEA Basic	\$58,136
IDEA Preschool	\$ 863

13. **CARES Emergency Relief Grant** - Approve the submission of the application for the CARES Emergency Relief Grant in the amount of \$79,570.

14. **Bid Threshold** - Approve, by resolution, increasing the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020.

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15. **ESY** - Approve student #7530852372 and student #5380132875 to attend the 2020 SCSSSD Virtual ESY Program with a tuition rate of \$4,900 per student.

16. **Transportation Out-of-District** - Approve the following Out-Of-District transportation routes for the 2020-2021 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	1 Mannington	SCIT-PGHS	\$407.77
Y1179	B.R. Williams	1 Mannington	Daretown School	\$412.93
Y521	B.R. Williams	1 Mannington	SCSSSD-Salem Campus	\$477.57

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

17. **Salem City Tuition** - Approve the tuition contract agreement with Salem City School District, as follows, for the 2020-2021 school year:

Comprehensive High School	19 students at \$14,000	\$ 266,000
Comprehensive Resource Room	600 hours at \$25.40 per hour	\$15,240
2018-2019 Tuition Adjustment	Mannington owes Salem	\$1,249
	Total	\$282,489

Roll Call vote: Ayes (6) Mr. Bower, Mrs. Cooper, Mr. DiGregorio, Mrs. Patrick, Mr. Poole, and Ms. Porter.
Nays (0). Abstain (0). Motion carried.

BOARD OF EDUCATION BUSINESS

1. **Correspondence** - None
2. **Committee Reports**
 - a. Salem High School Representative - Bethanne Patrick
 - b. Township Committee Meeting - Bethanne Patrick
3. **Unfinished Business**
 - a. Superintendent Evaluation - Only 3 completed.
 - b. Election Petitions for the November 2020 election are due to the Salem County Clerk by Monday, July 27, 2020 at 4:00 p.m.
Incumbents are: Eric Buzby and Carmen Porter
4. **New Business**
 - a. Schedule a new date for June to review the Superintendent Evaluation:
June 16, 2020 at 2:00 pm

5. **Other**

- a. Superintendent Update - None

SUPERINTENDENT'S RECOMMENDATIONS

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

A. Professional Personnel

1. Approve the Superintendent contract for Kristin Williams effective July 1, 2020 through June 30, 2025 reflecting a 2.6% increase in salary.
It has been reviewed and approved by the Finance Committee and the Salem County Office of Education.
2. Approve the Business Administrator contract for Karen Mathews effective July 1, 2020 through June 30, 2021 reflecting a 2% increase in salary.
It has been reviewed and approved by the Finance Committee and the Salem County Office of Education. (Pages 7169-7172)
3. Approve payment to the following staff members for graduate coursework completed during the 2019-2020 school year in accordance with the terms of the negotiated contractual agreement: Carmela Spano \$2,796.
4. Approve lateral movement on the salary guide for Carmela Spano from BA+15 to MA effective September 1, 2020. A transcript has been provided.
5. Approve summer curriculum writing on an as needed basis with payment upon completion of the curriculum writing and the submission of a signed voucher.
6. Authority for the Superintendent to make any necessary professional personnel staffing changes in July with final approval at the August board meeting.
7. Approve the collective bargaining agreement between Mannington Board of Education and the Mannington Education Association for a three (3) year agreement effective July 1, 2020 through June 30, 2023. The agreement provides for salary increases (inclusive of increments) of 3.2% for each year of the agreement. Memorandum Of Agreement The Mannington Education Association ratified the contract on June 8, 2020.
8. Approve the 2020-2021 teachers' salaries as per the MEA Negotiated Agreement.
9. Approval to hire an ESY teacher at the rate of \$35 per hour for a six week program.

B. Support Personnel

1. Approve Carol Ives as the AM SACC Attendant, effective September 1, 2020 to June 30, 2021 at a rate of \$12 per hour.
2. Approve Debra Burden for the Part-time Summer Cleaning position at a rate of \$11 per hour for approximately 25 hours per week beginning approximately June 15, 2020.

3. Approve Evan Houtz for the Part-time Summer Worker position at a rate of \$11 per hour for approximately 10 to 15 hours per week beginning approximately June 15, 2020.
4. Authority for the Superintendent to make any necessary support personnel staffing changes in July with final approval at the August board meeting.
5. Approve the 2020-2021 paraprofessionals' salaries as per the MEA Negotiated Agreement.

C. **Other**

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

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Mrs. Mathews	Online	Projecting Year-End Surplus and Establishing Various Reserves, Preparing for the Audit and NJDOE Audit Program Updates and GASB 84	5/18/2020, 5/20/2020, 5/27/2020	\$100	n/a	n/a
Mrs. Mathews	Online and Atlantic City	NJASBO 58th Annual Conference	6/1/20-6/5/20 and 10/18/20-10/20/20	\$275	yes	n/a

2. **Summer Schedule** - Approve going to a summer schedule for 12-month staff of four days per week (Monday through Thursday) effective July 6, 2020 through August 31, 2020.
3. **Non-Resident Transportation** - Approve the request from Jolyn Mitchell-Riddle for her child to be transported to a Mannington Township address at the end of the school day at a cost of \$280 per student (payable as \$28 per month) for the 2020-2021 school year.
4. **Student Admissions** - Approve the following non-resident (parent paid) tuition students for the 2020-2021 school year (new students):

Student	Grade	Student	Grade
Brienna Chafin	PK	Aurora Ferguson	PK
Tyler Derrick	PK	Atticus Ferguson	PK
Charlotte Gibison	PK	Gabriela Sample	PK

(Letters of request have been received from these families)

5. **Non-Resident Tuition Students** - Authorize the Superintendent to accept additional Non-Resident Tuition Students (space permitting) during the summer months with final Board approval at the next meeting.
6. **Graduation Awards** - Approve awarding \$25 each to six (6) selected eighth grade students for achievement in the following areas: Valedictorian, Salutatorian, Mathematics, Language Arts, Science and Social Studies.

7. **Security Drills** - Approve the Security Drill Statement of Assurance that all requirements have been met relating to the practicing of school security drills for the 2019-2020 school year.
8. **Cafeteria Biosecurity Management Plan** - Approve the Cafeteria Biosecurity Management Plan, which contains policies and procedures to minimize the risk of intentional contamination of food and reduce the risk of illness or death in our school community, for use during the 2020-2021 school year. The plan is required per QSAC.
9. **Student Code of Conduct** - Approve revisions to the Student Code of Conduct/Discipline Guidelines for the 2020-2021 school year.
10. **Use of Technology/Internet** - Approve revisions to the Acceptable Use of Technology/Internet agreement for the 2020-2021 school year.
11. **Bilingual Program Waiver Request** - Approve submission of the Bilingual Program Waiver Request for 2020-2021.
12. **Title I Schoolwide Program** - Approve submission of the 2020-2021 Annual School Plan to operate a Title I Schoolwide Program.
13. **Lead Testing Statement of Assurance** - Approve submission of the Lead Testing Statement of Assurance for 2019-2020 by June 30th.
14. **Student Safety Data System** - Approve submission for reporting period 2.
15. **HIB-ITP** - Approve submission of the HIB-ITP for reporting period 2.
16. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading of the Superintendent's monthly report for the period of April 15, 2020 to May 5, 2020 with zero incidents.
17. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of May 6, 2020 to June 9, 2020 with zero incidents.

Roll Call vote: Ayes (6) Mr. Bower, Mrs. Cooper, Mr. DiGregorio, Mrs. Patrick, Mr. Poole, and Ms. Porter. Nays (0). Abstain (1) Mr. Bower (A1, A7, A8, B5). Motion carried.

FOR YOUR INFORMATION

1. School Report (Page 7173)
2. No Fire Drill or Security Drill due to Executive Order 104
3. No Bus Evacuation Drill due to Executive Order 104
4. Important Dates:
 - a. Regular Monthly Meeting - Tuesday, July 14, 2020 at 6:30 pm (if needed)

AUDIENCE PARTICIPATION II

- Lisa Ridgway-Stiles - Thank you to Board of Education regarding Negotiations
- Heidi Bower - Provided information on what Salem HS did for their graduates

ADJOURNMENT

Motion by Mrs. Patrick and seconded by Mrs. Cooper that the Board of Education meeting be adjourned at 7:18 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