

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, October 16, 2018.

Mr. Buzby, Vice President, called the meeting to order at 7:01 p.m.

Mr. Buzby led the group in the pledge to the flag.

Mr. Buzby 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, Mrs. Richman (*arrived 7:04 pm*), Mr. Robinson and Mrs. Skwirut.

Members Excused: Mr. DiGregorio and 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.

PRESENTATIONS

1. Student of the Month Recognitions - Sam Robinson & Ryan Sebulsky (*unable to attend*)

Mrs. Richman arrived 7:04 pm

AUDIENCE PARTICIPATION I - None

APPROVAL OF MINUTES

Motion by Mrs. Richman and seconded by Mrs. Skwirut that the Board of Education table the motion to approve the regular meeting minutes of September 18, 2018.

Unanimously approved by voice vote. Motion Carried.

FINANCIAL

Motion by Mrs. Richman and seconded by Mr. Bower 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 August 31, 2018 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 August 31, 2018, 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 August 31, 2018.

(Pages 6391-6402)

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2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of August 2018. (Pages 6403-6405)
3. **Transfers** – Approve the transfer list for the month of September 2018. (Pages 6406-6407)
4. **Bills To Be Paid** – Approve payroll and agency for the month of September 2018 and the bills list for October 2018. (Pages 6408-6411)
5. **Capital Projects** - Approve Remington and Vernick Engineers to prepare and submit a New Jersey Department of Education Other Capital Projects Application for the following projects:
 - APR AC Upgrade – State Project #33-2950-050-19-2000 (Page 6412)
 - Security Door Upgrades – State Project # 33-3950-050-19-1000(Pages 6416)The district acknowledges it will not receive state aid for these projects and further authorizes an amendment to its approved Long Range Facility Plan to include these projects.
6. **Tuition Student** - Approve a tuition agreement with Pennsville Board of Education for one student (#13854224) attending Kindergarten at Mannington School.
7. **Software** - Approve the agreement with Frontline Education for Absence Management software at an annual cost of \$3,300 and an implementation cost of \$2,500.
8. **CMP and Form M1** - Approve by resolution the submission of the Comprehensive Maintenance Plan and Form M1 to the Salem County Office of Education. (Page 6415)
9. **Educational Services Agreement** - Approve the Educational Services Agreement with The Nemours Foundation to provide educational services for one Mannington student (#2020005) at a rate of \$40 per hour.
10. **NJSIG Safety Grant** – Accept the Safety Grant in the amount of \$2,690.38 from the New Jersey Schools Insurance Group and approve the use of the funds towards safety improvements for the school.

Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Mrs. Richman, Mr. Robinson and Mrs. Skwirut.
Nays (0). Abstain (0). Motion carried.

BOARD OF EDUCATION BUSINESS

1. **Correspondence** - None
2. **Unfinished Business**
 - a. Cumberland and Salem County SBA meeting update
3. **New Business**
 - a. Board Self-Evaluation - Complete prior to the November meeting by logging on to www.njsba.org and scrolling to the bottom of the page to "Online Evaluations for Superintendents and Boards".
4. **Other**
 - a. Superintendent Update (Page 6413-6414)

SUPERINTENDENT'S RECOMMENDATIONS

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

A. **Professional Personnel**

1. Approve lateral movement on the salary guide for Carmela Spano from BA to BA+15 effective September 1, 2018. A transcript has been provided.
2. Approve Martha Arrizon for homebound instruction for a Mannington student (#2020005) on an as needed basis at the rate of \$30 per hour.

B. **Support Personnel**

1. Approve the following staff member as a SACC Substitute:
Kaitlyn Savidge
2. Approval to offer the 10 month Administrative Assistant/Confidential Secretary position to the candidate of choice with final approval at the November board meeting.

C. **Other**

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

CODE	POLICY	STATUS	REASON
4115	Instructional Personnel Supervision & Evaluation	Revision	Required
5131.9	Students Harassment, Intimidation and Bullying	Revision	Required

2. **Field Trip** – Approve the following requests:

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD COST	BUS COST	ANTICIPATED SUB COST
11/27/18	8	15	Cooper Hospital	Mrs. Moore & Ms. Nessen	0	\$200 est.	\$210
12/19/18	K-3 Chorus & Band	98	Salem High School	Mrs. Kim & PK-3 Teachers/Aides	0	\$200 est.	\$0
12/3/18	7 & 8	33	Brandywine River Museum	Mrs. Sakewicz-Frank, Mr. Sankey, Mr. Stamm, Mr. Magerr	\$6	\$350 est.	\$0

3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading of the HIB report for the period of June 9, 2018 to September 14, 2018.
4. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent's monthly report for the period of September 15, 2018 to October 12,

6390

2018.

5. **School Safety and Security Plan** - Approve the submission of the School Safety and Security Plan Annual Review Statement of Assurance form to the Salem County Office of Education.

*Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Mrs. Richman, Mr. Robinson and Mrs. Skwirut.
Nays (0). Abstain (0). Motion carried.*

FOR YOUR INFORMATION

1. Fire Drill - 9/14/18 Security Drill - 9/21/18
2. Bus Evacuation Drills -
Date: 9/20/18; Time: 8:15 am; School: Mannington Township School; Location:
495 Route 45, Mannington, NJ 08079; Route #'s: 3, 4, 5, 6; Person Supervising:
Kristin Williams
3. School Report (Page 6417)
4. Noteworthy Items
 - a. Mrs. Carullo's 5th grade class for winning second place in the Meals on Wheels Scarecrow contest and choosing to donate the money back to Meals on Wheels.
 - b. MEA Family Night
 - c. TEAM Movie Night
 - d. Mrs. English and Mrs. Spano raised \$75.50 from the pretzel sale for games for recess. In October they will raise money for Operation Gratitude who sends soldiers care packages and Halloween Candy
5. Important Dates:
 - a. TEAM Trunk or Treat - Friday, October 19, 2018 at 6:00 pm
 - b. Book Fair - November 14th to 21st
 - c. Pie on a Plate - November 20, 2018 at 9:30 am
 - d. Regular Monthly Meeting - Tuesday, November 20, 2018 at 7:00 pm

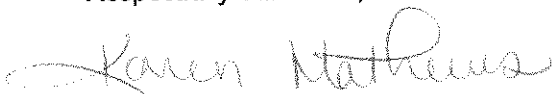
AUDIENCE PARTICIPATION II - None

ADJOURNMENT

Motion by Mrs. Skwirut and seconded by Mrs. Richman that the Board of Education meeting be adjourned at 7:33 p.m.

Unanimously approved by voice vote. Motion Carried.

Respectfully Submitted,



Karen Mathews
Business Administrator/Board Secretary