

**MANNINGTON BOARD OF EDUCATION
REGULAR MEETING AGENDA
Tuesday, February 20, 2018 – 7:00 PM**

I. PLEDGE TO THE FLAG

II. CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Mannington Township Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Municipal Building, Mannington Township School, and the SJ Times.

III. PRESENTATIONS

1. Student of the Month Recognitions

IV. ROLL CALL

Board Secretary will roll call the attendance:

Michael Bower ___ Eric Buzby ___ Robert DiGregorio ___ Carmen Porter ___
Melanie Richman ___ Scott Robinson ___ Patricia Skwirut ___

V. AUDIENCE PARTICIPATION I

1. Sign in at the room entrance.
2. Wait to be recognized before making your comment.
3. State your full name and address before commenting.
4. Identify the agenda item that you wish to comment on.
5. All questions are to be directed to the Board President.
6. Time limit for discussion is 5 (five) minutes per person.
7. Total time limit for public discussion is 30 minutes.

VI. APPROVAL OF MINUTES

The Superintendent and Business Administrator recommend that the Board of Education approve the [reorganization and regular meeting minutes](#) of January 2, 2018.

Motion: _____ *Second:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____

VII. FINANCIAL

The Superintendent and Business Administrator recommend that the Board of Education approve the following 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 December 31, 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 December 31, 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

Board of Education Meeting - Tuesday, February 20, 2018

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 December 31, 2017.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of [December 2017](#).
3. **Transfers** – Approve the transfer list for the month of [January 2018](#).
4. **Bills To Be Paid** – Approve payroll and agency for the months of [December 2017](#) and [January 2018](#) and the bills list for the months of [January 2018](#) and [February 2018](#).
5. **Before and After Care (SACC)** - Approve the [Mannington School Age Child Care Program Handbook](#), including all rates and payment terms.
6. **Petty Cash** - Approve establishing a \$50 petty cash fund for SACC expenses (Karen Mathews, Custodian) for the 2017-2018 school year.
7. **Special Education Medicaid Initiative** - Approve by [Resolution](#) the request for a waiver of participation in the Special Education Medicaid Initiative (SEMI) for the 2018-2019 school year based on the district projection of fewer than 40 Medicaid eligible/special education students. (District estimated number of students is seven.)
8. **Early Childhood Education Preschool Program Plan** - Approve by [Resolution](#) the submission of the Early Childhood Education Preschool Program Plan for the 2018-2019 school year to the New Jersey Department of Education.

Motion: _____ *Second:* _____

Roll call vote: MB____ EB____ RD____ CP____ MR____ SR____ PS____

VIII. BOARD OF EDUCATION BUSINESS

1. **Correspondence**

- a. [NJSBA](#) - Completion of Governance II: Finance by Scott Robinson.
- b. SCVTS [Open House Summary](#)

2. **Committee Reports**

- a. Township Committee Meeting - Melanie Richman
- b. Finance Committee Meeting - Feasibility Study
- c. Facilities Committee - Parking Lot Bid Advertisement and Bid Opening
- d. Policy Committee - Review of policies on this agenda

3. **Unfinished Business**

It is recommended that the Board of Education approve the following items:

- a. Accept the 2017 [Board Self-Evaluation](#) summary.
- b. Approve the appointment of the [2018 Board Committees](#) based on survey responses.

Motion: _____ *Second:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____

4. **New Business**

- a. Online Ethics Financial Disclosure Forms - Follow the link in the email from the School Ethics Commission to complete.
- b. Mandatory Training for 2018:
 - Michael Bower - Governance II
 - Eric Buzby - Governance IV
 - Carmen Porter - Governance IV
 - Scott Robinson - Governance IIIAll members have been registered for online training.
- c. Township Committee 2018 Meeting List and [Sign-up Sheet](#)
- d. Board of Education [Financial Training](#)
- e. Suggestions for 2018 Board Goals (based on Board Self-Evaluation Results):
(For reference - [2017 Board Goals](#))
 - Increased attendance at workshops (1 per board member)
 - Community Involvement and Board Member Awareness of Events

IX. SUPERINTENDENT'S RECOMMENDATIONS

The Superintendent recommends that the Board of Education approve the following items:

A. Professional Personnel

1. Approve movement from BA+15 to MA for Noelle Kitchin, effective February 1, 2018. Miss Kitchin has provided proof of completion of the Masters in Reading program.
2. Approve the following staff members and after school activities/clubs at the Board approved rate of \$30 per hour (utilizing Title IV funds).
 - i. Science Fair Club - Nancy Anderson
 - ii. Music Lessons - Christine Kim
 - iii. Academic League - Amber Fair
 - iv. Knowledge Garden/Power Hour - Jessica Dyer, Noelle Kitchin, Lisa Ridgway-Stiles and Allyson Parris (alternate)
3. Approve Samantha DiSanto for 10 hours per week of home instruction at the Board approved rate of \$30 per hour for a Mannington student (#2020005).
4. Accept the [letter](#) of notification of retirement from Mrs. Richman, effective June 30, 2018. Mrs. Richman has been a teacher at Mannington School for 33 years.

B. Support Personnel

1. Approve Dorothy Breslin as the SACC Before Care attendant at a rate of \$12 per hour.
2. Approve Cynthia Foster as the SACC After Care attendant at a rate of \$12 per hour.
3. Approve the following staff members as SACC Before Care or After Care Substitutes at a rate of \$12 per hour:
 - Jessica Dyer
 - Amber Fair
 - Marge McCormick
 - Stephanie Williams

Board of Education Meeting - Tuesday, February 20, 2018

4. Approve a revised contract for Mary Wilson, Lunchroom/Playground Aide increasing her work hours from two per day to three per day.
5. Approve the following substitutes at the board approved rates:
[Kyle Massey](#) - Substitute Teacher and Substitute Aide
[Jenna Stuart](#) - Substitute Teacher and Substitute Aide
[LaCoya Elizabeth Combs](#) - Substitute Teacher and Aide
[Rhiannon Bruynell](#) - Substitute Teacher and Aide

C. Other

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

CODE	POLICY	STATUS	REASON
4112.8	Instructional Personnel Nepotism	Revision	Required
4212.8	Support Personnel Nepotism	Revision	Required
5141.26	Students Opioids	1st Reading	Recommended

2. **Facilities Use** – Approve the following request:

ORGANIZATION	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
T.E.A.M.	2/9/18	6:00 pm - 7:30 pm	All Purpose Room	Sweetheart Dance	Joyce Pompper

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

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD COST	BUS COST	ANTICIPATED SUB COST
3/2/18	6-8	11	Salem Community College - Science Fair	Mrs. Anderson	n/a	\$150 (est.)	\$85
5/30/18	4	16	DuPont Environmental Education Center	Mrs. Stiles	\$14 (paid by TEAM)	\$150 (est.)	\$85

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

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Mrs. Kim	Oakhurst, NJ	NJMEA 2018 Music Conference	2/22/18 - 2/24/18	\$170	X	n/a (Thurs & Fri)
Miss Nessen	Long Branch, NJ	NJASPERD Convention	2/26/18 & 2/27/18	\$155 + Hotel	X	\$170
Miss Dyer	Blackwood, NJ	Dealing with Difficult Students...	2/26/18	\$149	X	\$85
Mr. Dilks	Cherry Hill, NJ	Makerspaces: Creating Motivating, Engaging Work Spaces for Your Library	3/7/18	\$249	X	\$85

Board of Education Meeting - Tuesday, February 20, 2018

5. **Student Admission** - Approve the request for Alyssa DiCarolus, Grade 3 to be enrolled as a non-resident (parent paid) tuition student for the remainder of the 2017-2018 school year.
6. **Uniform Memorandum of Understanding** - Approve the revised Uniform Memorandum of Understanding for Live Streaming Video Surveillance for the 2017-2018 school year.
7. **School Calendar** - Approve the [revised 2017-2018 School Calendar](#). Revision is due to two snow closing days.
8. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent’s monthly report for the period of [December 23, 2017 to January 16, 2018](#).
9. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent’s monthly report for the period of [January 17, 2018 to February 15, 2018](#).
10. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent’s monthly report for the period of [November 18, 2017 to December 22, 2017](#).

Motion: _____ *Second:* _____

Roll call vote: MB____ EB____ RD____ CP____ MR____ SR____ PS____

X. FOR YOUR INFORMATION

1. Fire Drills - 11/21/17, 12/21/17 and 1/19/18
2. Security Drills - 11/30/17, 12/14/17 and 1/31/18
3. [School Report](#)
4. [Mannington Messenger - January](#)
5. Noteworthy Items:
 - a. SACC Program - Initiative to start program and support from staff members.
 - b. Miss Nessen - MEA/MAPS Family Fun Night and Health Fair on 1/22/18
 - c. Miss Kitchin - Wilmington Blue Rocks Outstanding Student Program
 - d. Miss DiSanto and Miss Dyer - Start with Hello Week
6. Important Dates:
 - a. Salem County 8th Grade Dialogue - March 12, 2018 at Schalick High School
 - b. Regular Monthly Meeting - Tuesday, March 20, 2018 (Tentative - pending budget due date)

XI. AUDIENCE PARTICIPATION II

1. Sign in at the room entrance.
2. Wait to be recognized before making your comment.
3. State your full name and address before commenting.
4. Identify the agenda item that you wish to comment on.
5. All questions are to be directed to the Board President.
6. Time limit for discussion is 5 (five) minutes per person.
7. Total time limit for public discussion is 30 minutes.

XII. RECESS INTO EXECUTIVE SESSION

Mannington Board of Education 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
- _____ 8. Personnel Matters
- _____ 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: _____ *Second:* _____ *Time:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____

XIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

It is recommended that the Board of Education resume the public portion of meeting.

Motion: _____ *Second:* _____ *Time:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____

XIV. ADJOURNMENT

It is recommended that there being no further business to come before the Board of Education, the meeting be adjourned.

Motion: _____ *Second:* _____ *Time:* _____

Voice Vote: Yes: _____ No: _____ Abstain: _____