

**1. MEETING OPENING**

At 6:35 PM, Mrs. Brownhill, in accordance with the provisions of the Open Public Meetings Act, that Mullica Township Board of Education has called notice of this meeting to have been published by having the date, time and location thereof, filed with the Township Clerk and the Atlantic County Superintendent of Schools, as well as, posted on the Town Hall bulletin board and in the news media.

**Present:** Mrs. Brownhill, Mrs. Jacobo, Mrs. Kurtz, Mr. Roehnert, Mrs. Quattrone, Mrs. Werner, Mrs. Wyld

**Absent:** Dr. Naylor and Mr. Winterbottom

**Also in attendance:** Mr. Weber, Superintendent; Mrs. Evangelisti, Assistant Board Secretary, Mrs. Elco, Solicitor.

Motion by Mrs. Werner and seconded by Mr. Roehnert;

**APPOINT** Mrs. Evangelisti as Board Secretary, Pro Tem.

**Motion approved unanimously.**

**2. EXECUTIVE SESSION**

**A. Executive Session**

Motion by Mr. Roehnert and seconded by Mrs. Jacobo;

**RESOLVED**, the Mullica Township Board of Education shall meet in Executive Session for the purpose of discussing attorney/client privilege.

**FURTHER RESOLVED**, that the discussion of such subject matters in Executive Session will be disclosed to the public when the matter has been resolved, unless such is otherwise prohibited by law.

**Motion approved unanimously.**

**TIME: 6:38 PM**

**B. Resume Public Portion of Meeting**

Motion by Mr. Roehnert and seconded by Mrs. Kurtz to resume the public portion of the agenda.

**Motion approved unanimously**

**TIME: 7:00 PM**

Mrs. Brownhill led the flag salute

**3. PRESENTATIONS**

**A. MSA Accreditation**

Mr. Weber gave a power point presentation on the accreditation process.

**4. BOARD OF EDUCATION BUSINESS**

**A. Old Business**

**A. Board and District Goals**

Motion by Mrs. Kurtz and seconded by Mr. Roehnert;

**APPROVE** the 2019-2020 Mullica Township School District and Board Goals

**Mullica Township School District Goals 2019 – 2020**

1. Promote and develop social-emotional learning programming, resources and professional development to improve student achievement.
2. To improve student achievement, the district will continue to work toward the *Middle States Accreditation* process in anticipation of achieving accreditation in 2020.
3. Begin the process of obtaining *Future Ready Schools* certification to address our technology needs. Certification to be achieved in the 2020 – 2021 school year.

**Mullica Township Board Goals 2019 – 2020**

1. The board will communicate with our community about our facility needs.
2. The board will communicate our successes and achievements.

3. The board will receive additional professional development from NJSBA on topics to be determined.

**Motion approved unanimously.**

**B. New Business - None**

**C. Committee Reports**

Curriculum/Policy Committee

- Mrs. Kurtz updated the Board with information regarding summer curriculum, ELA Journey K-5, StudySync and the homework survey results.

Finance/Operations Committee

- Mr. Roehnert updated the Board with information regarding the ACE Grant, summer maintenance projects, new digital signage and the bistro.

Personnel/Negotiations Committee

- Mrs. Werner updated the Board with information regarding staffing.

**D. Correspondence - None**

**E. Update – None**

**5. PUBLIC COMMENT ON AGENDA ITEMS ONLY**

Mrs. Carroll asked if the detailed agenda could be should on the screen.

**6. MINUTES**

**A. Regular and Executive Session Minutes**

Motion by Mr. Roehnert and seconded by Mrs. Wyld;

**APPROVE** the minutes for the following dates:

June 26, 2019 Regular Session and Executive Sessions 1 and 2  
 July 27, 2019 Regular Session

**Motion approved unanimously.**

**7. RECOMMENDATIONS OF THE SUPERINTENDENT - PERSONNEL**

**A. Vote to Approve Section 7 - Recommendations of the Superintendent - Personnel**

Motion by Mrs. Wyld and seconded by Mr. Roehnert;

**RECOMMEND** that the Board of Education, upon recommendation of the Superintendent, approve personnel items 7B through 7M:

**B. 2019-2020 New Hires**

**APPROVE** the following staff for the 2019-2020 school year pending receipt of appropriate paperwork including S414 "pass the trash".

Name	Position/Grade	Step/Salary	Account Number	PCR Number
Jennifer Best	Aide	Step 1 \$11,175	11-000-217-106-020	AID.PM.SPEC.IE.12
Delimaris Morales	Aide	Step 1 \$11,175	20-218-100-106-020	AID.PM.INST.PS.02
Heather Cullen	Title 1/RTI (.71 FTE)	Step 1 BA \$38,970	20-231-100-101-025	TCH.MD.TTLI.FL.01
Mallory Zolinas	Elementary Counselor	Step 1 MA \$56,888	11-000-218-104-020	CST.PM.GUID.FL.01
Dana Boden	Aide	Step 1 \$11,175	20-218-100-106-020	AID.PM.INST.PS.09
Amanda Migden	Aide	Step 1 \$11,175	11-000-217-106-020	AID.PM.SPEC.IE.13
Tara Aitken	Preschool Teacher	Step 10 BA \$69,448	20-218-100-101-020	TCH.PM.INST.PS.03
Sarah DiStefano	3rd Grade Long-Term Substitute	Step 1 BA \$54,888	11-120-100-101-020	TCH.PM.TCHR.03.
Ryan Hosey	P/T custodian (.625 FTE)	Step 1 \$27,030	11-000-262-100-00	CUS.FL.CUST.NA.07

**C. Job Descriptions**

**APPROVE** the following job descriptions:

21st CCLC Program Coordinator

21st CCLC Site Coordinator

**D. Sidebar Agreement**

**APPROVE** the attached sidebar agreement with the MTEA.

**E. Contract addendum**

**APPROVE** the 2019-2020 pro-rated employment contract for Carmen Tavaréz as follows:

Base Pay: \$47,866.00

Washington Township stipend: \$3,742.00

Total: \$51,608.00

**APPROVE** the 2019-2020 employment contract for Meryl Evangelisti as follows:

Base pay: \$47,886.00

Washington Township shared service stipend: \$7,242.00

Total: \$55,128.00

**APPROVE** a one-time 2018-2019 Washington Township stipend for Meryl Evangelisti in the amount of \$583.00.

**F. 2019-2020 Substitutes**

**APPROVE** substitute personnel for the 2019-2020 school year pending receipt of appropriate paperwork.

**G. 2019-2020 Staff Transfer**

**APPROVE** staff transfers for the 2019-2020 School Year:

Name	New Assignment	Current Assignment
Barbara Rheault	21st CCLC Program Coordinator	Elementary Enrichment

**H. Retirement of Staff**

**ACCEPT** the retirement notification, with regret and appreciation for 19 years and 8 months of service, from Mrs. Gwen Heffley (Aide), effective August 1, 2019

**I. Resignation of Staff**

**ACCEPT** the resignation of:

Julia Barnett, Title 1/RTI, effective July 15, 2019.

Jennifer Mills, Counselor, effective August 31, 2019.

Nicole Driscoll, Aide, effective August 12, 2019.

Courtney Leader, Teacher, effective August 18, 2019.

**J. College/University Program Internship**

**APPROVE** the fall field placement (20 to 80 hours) for the following students:

College	Advisor	Name	Cooperating Teachers	Assignment	Dates
Stockton	Mrs. DelColle	Micheal Donafide	Micheal Gerber	5-8 Grade	9/3/19 – 12/10/19
Stockton	Mrs. DelColle	Cassie Wall	Jean Gallagher	4 <sup>th</sup> Grade	9/3/19 – 12/10/19
Emerson	Milagro Baines	Casey Weisbecker	Jacklyn Rendfrey	Speech	9/3/19 – 12/10/19

\* pending receipt of appropriate paperwork

**K. Staff Lateral Move**

**APPROVE** lateral move of the following staff effective September 1, 2019:

Name	Current Step	Current Salary	New Step	New Salary
Barbara Manzer	Step 14 MA	\$87,799.00	Step 14 MA+15	\$88,199.00

**L. Criteria for Independent Evaluations**

**Criteria for Independent Evaluations:**

**RESOLVED**, in accordance with N.J.A.C. the Mullica Township School District requires all Independent Evaluations to adhere to New Jersey Regulations (6A:14-3) regarding professional license and certifications issued by the New Jersey Department of Education and (6A:14-2.5) with respect to protections in the evaluation procedures.

**WHEREAS**, in addition, The Mullica Township School District has established reasonable cost criteria as allowable in a memorandum from the Office of Special Education dated 03/10/2015, the following motion is being presented:

Approve maximum fees for the Child Study Team and related evaluations as follows:

<u>SERVICE</u>	<u>Maximum Fee</u>
Assistive Technology Evaluation	\$1,000.00
Audiological Evaluation	\$400.00
Central Auditory Processing Evaluation	\$400.00
Fitness for Duty Evaluation	\$1,250.00
Functional Behavioral Assessment	\$625.00
LDT-C Evaluation	\$325.00
Neurological Evaluation	\$550.00
Neuropsychiatric/Neurodevelopmental	\$650.00
Neuropsychological Evaluation	\$2,500.00
Occupational Therapy Evaluation	\$325.00
Physical Therapy Evaluation	\$325.00
Psychiatric Evaluation	\$600.00
Psychological Evaluation	\$325.00

\*Exceptions to this fee schedule will be granted based on the unique needs of the student who may require the examiner to have specific expertise in order to evaluate the student.

**M. 2019-2020 Stipend Positions/Compensation**

**APPROVE** the Stipend Positions/Compensations for the 2019-2020 school year.

<u>Activity (# of positions)</u>	<u>Anticipated Compensation</u>	<u>Teacher</u>
MS Cross Country	\$3,500.00 total (shared)	Tom McLaughlin, Dan Driscoll
MS Boys Basketball	\$3,500.00 total (shared)	Mike Gerber, Randy Smith
MS Girls Basketball	\$3,500.00 total (shared)	Jackie Rendfrey, Ryan Richards
MS Track & Field	\$3,500.00 total (shared)	Dan Driscoll, Louis Apalucci, Marguerite Tomasello
Site Coordinator(s)	\$1,000.00 (shared)	Tom McLaughlin, Keeley Martinsen, Dan Driscoll
Morning Howl	\$4,000.00 total (shared)	Randy Smith, Jen Sheldon

**Motion approved unanimously by roll call vote.**

**8. RECOMMENDATIONS OF THE SUPERINTENDENT - CURRICULUM/STUDENT MATTERS**

**A. Vote to Approve Section 8 - Recommendations of the Superintendent - Curriculum**

Motion by **Mr. Roehner** and seconded by **Mrs. Kurtz**;

**RESOLVED**, the Board of Education, upon recommendation of the Superintendent, approve curriculum/student matters items 8B through 8F:

**B. District PDP and Mentoring Plan SOA**

**APPROVE** submission of the District Professional Development Plan and Mentoring Plan Statements of Assurance.

**C. Student Safety Data System**

**APPROVE** submission of the SSDS report for reporting period 1, December 31, 2018 to June 30, 2019, submitted to the NJDOE on July 31, 2019.

**D. Instructional Aides Evaluation Instrument**

**E. Preschool Education Aid (PEA) Grant**

**APPROVE** submission of the Preschool Education Aid (PEA) Grant as submitted on August 1, 2019.

**F. Professional Development**

**APPROVE** participation in the following professional meetings, workshops, etc.:

i.

<u>Name</u>	<u>Location</u>	<u>Date</u>	<u>Cost</u>	<u>Travel</u>	<u>Meals &amp; Lodging</u>	<u>Notes</u>
Rich Giovinnazzi	Mt. Laurel	07/17/19	\$0	\$0	\$0	Moldy Environment &

						IAQ Best Practice
Charlotte Zacker	Northfield	09/27/19	\$0	\$0	\$0	Immunization Audit Workshop
Rhonda Goodrich	Summerset	10/16/19	\$175.00	\$0	\$0	NJAAP School Health Conference
Scott Sarraiocco	Galloway	8/8/19	7 ETTC Hours	\$0	\$0	Danielson Framework Training
Scott Sarraiocco	Bayville	7/23/19	\$0	\$27.90	\$0	PEA Writing Workshop
Kelly Capaldi	Atlantic City	9/23/19	\$99.00	\$19.87 Tolls & Parking	\$0	Succeeding as an Administrative Professional
Scott Sarraiocco	Williamstown	7/24/19, 7/25/19	\$0	\$0	\$0	Link It
Maris Lynn	Galloway	8/15/19	4 ETTC Hours	\$0	\$0	Danielson Refresher
Andrew Weber	Galloway	8/15/19	4 ETTC Hours	\$0	\$0	Danielson Refresher
Donna Leshner	Bayville	7/23/19	\$0	\$49.48 & Tolls	\$0	PEA Writing Workshop
James Martin	Sewell	8/6/19	\$0	\$0	\$0	Boiler Operator Refresher
Thomas Morey	Sewell	8/6/19	\$0	\$0	\$0	Boiler Operator Refresher
Ashley Vitullo	Sewell	8/6/19	\$0	\$0	\$0	Boiler Operator Refresher
Charmaine Gallagher	Sewell	8/6/19	\$0	\$0	\$0	Boiler Operator Refresher
Peter Quiles	Sewell	8/6/19	\$0	\$0	\$0	Boiler Operator Refresher
Orray Clayton	Sewell	8/6/19	\$0	\$0	\$0	Boiler Operator Refresher
Rich Giovinazzi	Sewell	8/6/19	\$0	\$16.73	\$0	Boiler Operator Refresher
Kelly Capaldi	Bordentown	8/22/19	\$0	\$23.55	\$0	Determining Eligibility for Free/Reduced School Meals
Kristine Torres	Eatontown	8/7/19, 8/21/19	\$0	\$117.42	\$0	System3000 Training
Karen Gfroehrer	Cape May	9/25/19-9/27/19	\$0	\$0	\$0	SPELL JIF Joint Retreat
Todd Curll	Toms River	8/13/19	\$0	\$36.40	\$0	MS Personal Finance
Andrew Weber	Hammonton	9/16/19	\$0	\$0	\$0	NJASA
Kristine Torres	Freehold	9/23/19	\$0	\$60.50	\$0	IROC Training

ii.

Name	Location	Date	Cost	Travel	Meals & Lodging	Notes
Susan Brownhill	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Noel Criscione-Naylor	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Carmen Jacobo	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Sarah Kurtz	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Linda Quattrone	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Nick Roehnert	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700		\$0	NJSBA Conference
Catherine Werner	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Mark Winterbottom	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Joy Wyld	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Andrew Weber	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Karen Gfroehrer	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Maris Lynn	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Donna Leshner	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Michael Irwin	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference
Scott Sarraiocco	Atlantic City	10/21/19-10/24/19	Group Rate \$1,700	TBD	\$0	NJSBA Conference

\*Board members must abstain from voting for their own travel.

Motion approved unanimously by roll call vote, with each member abstaining on their travel in Item 8Fii.

**9. RECOMMENDATIONS OF THE SUPERINTENDENT - BOARD/POLICY**

**A. Vote to Approve Section 9 - Recommendations of the Superintendent - Policy**

Motion by **Mrs. Wyld** and seconded by **Mrs. Jacobo**;

**RESOLVED**, the Board of Education, upon recommendation of the Superintendent, policy item 9B:

**B. Second Reading**

**APPROVE** the following policy item as a second reading:

R5600 Student Discipline Code of Conduct

Motion approved unanimously by roll call vote.

**10. RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY**

**A. Vote to Approve Section 10 - Recommendations of the Business Administrator/Board Secretary**

Motion by Mr. Roehnert and seconded by Mrs. Jacobo;

**RESOLVED**, the Board of Education, upon recommendation of the Business Administrator, approve items 10B through 10H:

**B. Secretary and Treasurer Reports**

**RESOLVED**, pursuant to N.J.A.C.6A:23-11(c)4 the Board certifies that according to the Board Secretary's Certification as of June 30, 2019, after review of the Secretary's Budget Reports for June 30, 2019, as submitted, to the best of their knowledge:

- no major account or fund has been over-expended
- no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C.6a:23-11(b) and N.J.A.C. 6a:23-2-11(c)3&4 and
- that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year

**RESOLVED**, that Board members are in receipt of the following Financial Reports and hereby accept Board Secretary's Certifications:

- Treasurer's report for June 30, 2019
- Board Secretary's Report for June 30, 2019

Pursuant to Administrative code, N.J.A.C.6A23-2.11(3) I, Karen Gfroehrer, Board Secretary, certify that as of June 30, 2019, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Mullica Township Board of Education pursuant to N.J.S.A.18A:22-8.1 In accordance with N.J. A.C.6A23-2.11(2), it is certified that there are no changes in anticipated revenue amounts and sources for the month of June 2019.

**C. Expenditures**

**APPROVE** the Total Payroll Expenses for:

- June 15, 2019 - \$381,426.46
- June 20, 2019 - \$261,059.93
- June 30, 2019 - \$75,260.51
- July 15, 2019 - \$74,140.83
- July 30, 2019 - \$68,088.70
- July 31, 2019 (Retro) - \$193,699.07

**APPROVE** the June 30, 2019 bills list in the amount of \$165,745.35, per the attached bills list

Fund 10 General Expense	\$150,958.22
Fund 20 Special Revenues	\$ 0.00
Fund 30 Construction Funds	\$ 0.00
Fund 40 Debt Service	\$ 0.00
<b>Total General Fund</b>	<b>\$150.958.22</b>
Fund 62 Cafeteria	\$ 14,766.45
Fund 63 Washington Twp	\$ 20.68
Fund 95 Student Activities	\$ 0.00
<b>Total All Funds</b>	<b>\$165,745.35</b>

**APPROVE** the July 31, 2019 bills list in the amount of \$726,064.66 as per the attached bills list

Fund 10 General Expense	\$431,175.12
Fund 20 Special Revenues	\$ 20,424.54
Fund 30 Construction Funds	\$ 0.00
Fund 40 Debt Service	\$266,740.00

<b>Total General Fund</b>	\$718,339.66
Fund 62 Cafeteria	\$ 7,475.00
Fund 63 Washington Twp	\$ 0.00
Fund 95 Student Activities	\$ 250.00
<b>Total All Funds</b>	\$726,064.66

**APPROVE** the August 28,2019 bills list in the amount of \$472,122.77 per the attached bills list

Fund 10 General Expense	\$451,287.80
Fund 20 Special Revenues	\$ 2,745.51
Fund 30 Construction Funds	\$ -
Fund 40 Debt Service	\$ -
<b>Total General Fund</b>	\$454,033.31
Fund 62 Cafeteria	\$ 16,929.23
Fund 63 Washington Twp	\$ -
Fund 95 Student Activities	\$ 1,160.23
<b>Total All Funds</b>	\$472,122.77

**D. Transfers**

**APPROVE** the June 2019 transfers #000198 through #000221, as attached.

**E. Contracts**

**APPROVE** the 2018-2019 school year homeless tuition contract with Galloway Township Board of Education for two (2) students at a cost to the district of \$9,042.55.

**APPROVE** the contract with Frontline for Time and Attendance Management software at a cost to the district of \$10,700.00.

**F. Grants**

**ACCEPT** the 2019-2020 IDEA Consolidated Grant as follows:

IDEA Basic: \$206,299.00

IDEA Preschool: \$3,767.00

**ACCEPT** the 2019-2020 ESEA Consolidated Grant as follows:

Title IA: \$188,360.00

Title IIA: \$22,801.00

Title IVA: \$11,743.00

**ACCEPT** the 2019-2020 21st CCLC Grant in the amount of \$425,000.

**G. Bond Referendum**

**APPROVE** the proposed contract award to R. Maxwell, for masonry, roof reconstruction for FVHD #4727B3 in the amount of \$39,413.00

**APPROVE** the proposed contract award to R. Maxwell for Parking Lot/Site Improvements for FVHD #4737B2 in the amount of \$334,413.00 with alternative bids for conduits, wiring and electric in the amount of \$19,500.00 and site lighting fixtures in the amount of \$32,500.00 for a total cost to the district of \$386,413.00

**H. Facilities Use**

Approve the following Facilities Use Applications items:

Date	Time	Organization	Location	Fee
7/26/19 8/3/19	6:00pm-8:30pm 11:00am-1:30pm	South Jersey Pride Dorsey	Baseball Field	\$0
3/2/19-6/20/19 Monday-Friday	6:00pm-8:30pm	MTRA Baseball	Baseball Field(Front)	\$0
3/2/19-4/24/19 Monday-Friday	6:00pm-8:30pm	MTRA Baseball/Softball	Gym	\$0

**Motion approved unanimously by roll call vote.**

**11. COMMENTS FROM THE PUBLIC, BOARD AND STAFF ON GENERAL TOPICS - None**

**12. INFORMATIONAL**

The next board meeting is scheduled for September 25, 2019 at 6:30 p.m. for executive session and 7:00 p.m. for public session.

**B. PTA update**

Mrs. Carroll said the PTA is moving forward with the new school year and hope to encourage new membership. The first PTA meeting will be on October 2 and the first book fair will be in September. All new students received \$10.00 in Coyote Bucks which can be used at the book fair.

**C. MTEF update**

Mr. Weber said that the MTEF will be ordering materials from grant awarded last year and they are planning fundraising events.

**D. District Goals Action Plan**

**E. BOE Goals Action Plan**

Items were discussed to promote success and achievements and additional professional developments goals.

**13. EXECUTIVE SESSION - None**

**14. ADJOURNMENT**

Motion by Mrs. Werner and seconded by Mrs. Jacobo to adjourn the meeting.

**Motion approved unanimously.**

**TIME: 7:50 PM**

Respectfully submitted,



**Meryl Evangelisti  
Board Secretary, Pro Tem**