

1. MEETING OPENING

At 7:00 PM, Mrs. Werner, 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. Jacobo, Mrs. Kurtz, Mrs. Maione, Mrs. Quattrone, Mr. Roehnert, Mrs. Werner, Mr. Winterbottom and Mrs. Wyld

Absent: None

Also in attendance: Mr. Weber, Superintendent; Ms. Gfroehrer, School Business Administrator/Board Secretary and Mrs. Amy Elco, Solicitor

2. EXECUTIVE SESSION - None

C. Flag Salute - Mrs. Werner led the flag salute

3. INTERVIEWS

A. Board of Education Interviews

Mullica Township Board of Education interviewed Susan Brownhill for a one-year unexpired term board position.

4. EXECUTIVE SESSION – None

5. BOARD OF EDUCATION BUSINESS

A. Board Member Recommendation

Motion by **Mr. Roehnert** and seconded by **Mrs. Maione**:

RESOLVED, that the Mullica Township Board of Education approve **Mrs. Susan Brownhill** to fulfill the one-year unexpired term pending successful submission of fingerprint documentation. The candidate will be sworn in at the meeting following the receipt of fingerprint documentation.

Motion passed unanimously.

B. New Business

C. Old Business

D. Committee Reports

E. Correspondence

Washington Township Board of Education letter

F. Updates

Mr. Weber thank the Washington Township Board of Education for the contribution. He also thanked the staff for their work regarding the COVID-19. He is appreciative and thankful to work with a tremendous staff. Mrs. Werner thanked Mr. Weber for his leadership.

6. PUBLIC COMMENT ON AGENDA ITEMS ONLY - None

7. RESOLUTION TO APPROVE ALL AGENDA ITEMS

A. Resolution to approve all agenda items

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

RESOLVED, that in accordance with N.J.S.A. 18A:38-8.1, the Mullica Township Board of Education approve agenda items 8 - items 13;

8. MINUTES

A. Regular and Executive Session Minutes

APPROVE the following meeting minutes:

February 26, 2020 Regular Meeting Minutes

February 20, 2020 Executive Session Minutes

9. RECOMMENDATION OF THE SUPERINTENDENT - 2020-2021 BUDGET SUBMISSION APPROVAL

A. 2020-2021 Proposed Budget

APPROVE, the Mullica Township Board of Education approve the tentative 2020-2021 School District Budget for submission to the county Superintendent of Schools and to authorize the Board Secretary/Business Administrator to make necessary changes as requested by the County Office to receive approval.

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 12,008,943	\$ 4,286,359
Total Special Revenue Fund	\$ 1,428,558	n/a
Total Debt Service Fund	\$ 662,892	\$ 529,577
Totals	\$ 14,130,393	\$ 4,815,936

BE IT FURTHER RESOLVED, to acknowledge that the 2020-2021 School Year Budget as described results as follows:

General Fund Tax Levy/Municipal Other \$4,286,359

Debt Service Municipal Levy \$529,577

BE IT FURTHER RESOLVED, that the Mullica Township Board of Education approve a withdrawal of \$450,000 from the capital reserve account for the purpose of replacing the wastewater treatment plant;

BE IT FURTHER RESOLVED, that the Mullica Township Board of Education approve a withdrawal of \$80,000 from the maintenance reserve account for the purpose of upgrading group bathrooms.

B. Maximum Travel Reimbursement

MAXIMUM TRAVEL REIMBURSEMENT

APPROVE, pursuant to N.J.A.C. 6A:23-7.1 and school district policy 6471, the Mullica Township Board of Education shall establish in the 2020-2021 Annual School Budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2020-2021 school year.

NOW THEREFORE BE IT RESOLVED, that the Mullica Township Board of Education hereby establishes the school district travel maximum for the 2020-2021 school year at the sum of \$20,000, inclusive of travel paid for by federal funds, and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

10. RECOMMENDATION OF THE SUPERINTENDENT - MONTHLY REPORTS

A. Monthly Reports

1. Superintendent Report
2. Elementary School Principal Report
3. Middle School Principal Report
4. Facilities Report
5. Nurse's Report
6. Technology Report
7. Cafeteria Report
8. Curriculum & Data Report
9. ACES Report

11. RECOMMENDATION OF THE SUPERINTENDENT - PERSONNEL

A. Private Tuition

APPROVE private tuition waiver for children of staff members for the 2020-2021 school year, as per the approved Private Tuition Agreement for non-resident students.

B. 2019-2020 Substitutes

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

<u>Name</u>	<u>Substitute Category</u>
Sharon Kirkendoll	Aide (\$11.00 an hour)
Kristi Hanselmann	Aide (\$11.00 an hour), Teacher (\$105.00)

C. Resignation of Staff

ACCEPT the resignation notification for the following staff member:
Colleen Sweeney Watson, Aide, effective May 1, 2020.

D. Revised Job Description

APPROVE the following updated job descriptions:
21st CCLC Program Instructor
21st CCLC Program Administrative Assistant

E. 2019-2020 ACES Staff

APPROVE the following staff effective September 1, 2019 for the 21st CCLC Grant (ACES) after school program. Any part-time employee that is approved for the ACES program is limited to a total of 29 hours per week combined with their contract at the following rates:

Name	Position	Hourly Rate	Name	Position	Hourly Rate
Dan Driscoll	Substitute Teacher	\$40.00			

F. 2019-2020 Stipend Positions/Compensation

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

Activity (# of positions)	Anticipated Compensation	Teacher
Robotics Club	Additional 8 hours	Mike Gerber

12. RECOMMENDATION OF THE SUPERINTENDENT - CURRICULUM/STUDENT MATTERS

A. HIB

AFFIRM the Harassment Intimidation, and Bullying incidents described in the Superintendent’s Report as resolved by the building principal or designee i.e. Bullying Specialist, Bullying Coordinator.

B. Professional Development

APPROVE participation in professional meetings, workshops, etc.:

Name	Location	Date	Cost	Travel	Meals & Lodging	Notes
Barbara Rheault	Orlando, Fl	3/13/-3/15/2020	\$0	\$0	\$0	NEA-Leadership Summit
Barbara Rheault	Galloway	3/31/2020	7 ETTC Hrs	\$0	\$0	Equity Leadership Forum-Building Resilient Voices
Christy Rivera	Galloway	3/31/2020	7 ETTC Hrs	\$0	\$0	Equity Leadership Forum-Building Resilient Voices
Barbara Rheault	Hamilton	4/30/2020	\$0	\$0	\$0	3rd Quarter Project Director's Meeting
Melody Respes	Galloway	04/03/2020	\$0	\$0	\$0	FY20 SEMI Spring Regional Meeting
N. Rivera-Aponte	Galloway	04/03/2020	\$0	\$0	\$0	FY20 SEMI Spring Regional Meeting
Kristine Torres	Atlantic City	04/16/2020	Transferred Credit	\$36.87	\$0	Payroll Law 2020
Krystal Hutton	Princeton	5/18/-5/19/2020	\$250.00	\$67.00	\$0	Professional Training in ABA Strategies
C. Goldbacher	Princeton	5/18/-5/19/2020	\$250.00	\$0	\$0	Professional Training in ABA Strategies
D. Morales	Princeton	5/18/-5/19/2020	\$250.00	\$0	\$0	Professional Training in ABA Strategies
Andrew Weber	Vineland	4/30/2020	\$0	\$39.76	\$0	Operations Planning Workshop
Charlotte Zacker	Egg Harbor Twp.	3/11/2020	\$0	\$0	\$0	Youth Mental Health First Aid
R. Goodrich	Atlantic City	3/30/2020	\$0	\$0	\$0	Healthy Schools/Healthy Children
R. Goodrich	Egg Harbor Twp.	3/31/2020	\$0	\$0	\$0	CPR Hands on-renewal

C. Field Trips

APPROVE the following field trips:

Date	Place	Class	Staff in Charge
3/2020	Batsto	8th Grade	Mr. Gerber

13. RECOMMENDATION OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

A. 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 **February 29, 2020**, after review of the Secretary's Budget Report for **February 29, 2020** 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 and Board Secretary's Reports for February 29, 2020

Pursuant to Administrative code, N.J.A.C.6A23-2.11(3) I, Karen Gfroehrer, Board Secretary, certify that as of **February 29, 2020**, 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 **February 2020**.

B. Approval of Expenditures

APPROVE the payroll expense for:

February 14, 2020: \$367,659.24

February 28, 2020: \$360,176.54

APPROVE the March 18, 2020 list of bills in the amount of \$641,130.53

Fund 10 General Expense	\$450,248.22
Fund 20 Special Revenues	\$5,970.98
Fund 30 Construction Funds	\$94,489.82
Fund 40 Debt Service	\$60,440.63
Total General Fund	\$611,149.65
Fund 62 Cafeteria	\$29,980.88
Fund 63 Washington Twp	\$0
Fund 95 Student Activities	\$0
Total All Funds	\$641,130.53

C. Transfers

APPROVE the February 2020 transfers #000107 through #000118.

D. Contracts

APPROVE the Indemnity and Trust Agreement with the Atlantic and Cape May County Association of School Business Officials Joint Insurance Fund (ACCASBO JIF) for the 2020-2021 school year.

APPROVE the appointment of TC Irons as the Risk Management Consultant for the Atlantic and Cape May County Association of School Business Officials Joint Insurance Fund (ACCASBO JIF) for the 2020-2021 school year.

E. Washington Township Contribution

APPROVE the contribution from Washington Township Board of Education, in the amount not to exceed \$4,200.00, to offset the cost of the Children's Stage Adventure program, the Bass River field trip and the 4th grade Batsto field trip.

F. Bond Referendum

APPROVE payment to R. Maxwell, requisitions #2 and #3, for masonry roof repairs Bond #1 in the amounts of \$1,970.65 and \$1,872.12, for a total cost to the district of \$3,842.77.

APPROVE payment to R. Maxwell, requisition #4, for site improvements to parking lot, FVHD # 4737B2, in the amount of \$127,622.05.

APPROVE the change order not to exceed \$4,475.00 for parking lot improvements.

G. LRFP Application Submission

APPROVE the Long Range Facility Plan revision to include the replacement of the wastewater treatment plant and septic disposal field.

APPROVE to SDA application submission for the replacement of the wastewater treatment plant and septic disposal field.

H. Request for Proposals

APPROVE solicitation of proposals for behaviorist services.

I. Facilities Use

APPROVE the following Facilities Use Applications items:

Date	Time	Organization	Location	Equipment Needed	Fee
3/13/2020	3:30 pm-10:30 pm	PTA Event	Cafeteria	225 chairs - no tables needed	\$0

14. Motion passed unanimously by roll call vote.

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

16. INFORMATIONAL

A. Next Board Meeting Date

The next regular and reorganization board meeting is scheduled for **Tuesday, April 28, 2020** with executive session starting at 6:30 p.m. and public portion of the meeting starting at 7:00 p.m.

B. PTA

Mrs. Brownhill discussed the recent Pocketbook Bingo Fundraiser.

C. MTEF

The MTEF are accepting teacher grants. May 29, 2020 will be the "People of the Year" fundraiser at the Mays Landing County Club.

17. EXECUTIVE SESSION - None

18. ADJOURNMENT

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

Motion approved unanimously.

TIME 7:11 PM

Respectfully submitted,


 Karen Gfroehrer
 Business Administrator