

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 (arrived 7:12 PM) and Mrs. Wyld (via remote ZOOM broadcast)

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

Mrs. Werner led the flag salute

2. PRESENTATIONS

A. New Board Member Oath of Office

Administration of Oaths:

Board Attorney, Ms. Elizabeth White, administered the Oath of Office to Mrs. Susan Brownhill, the newly elected member of the Mullica Township Board of Education for a 3 year term.

B. 2020-2021 Budget Hearing Presentation

3. PUBLIC COMMENT ON AGENDA ITEMS ONLY – None

4. RECOMMENDATIONS OF THE SUPERINTENDENT - 2020-2021 BUDGET SUBMISSION APPROVAL

A. Vote to Approve Section 4 - Recommendation of the Superintendent - 2020-2021 Budget

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

RECOMMEND, that the Board of Education, upon recommendation of the Superintendent, approve items 4B-4C.

B. 2020-2021 Proposed Budget

RESOLVED the Mullica Township Board of Education approve the tentative 2020-2021 school district budget for submission to the county Superintendent of School and to authorize the Board Secretary/Business Administrator to make necessary changes as requested by the county office to receive approval.

	Budget	Local Tax Levy
Total General Fund	\$12,008,943	\$4,286,359
Total Special Revenue Fund	\$1,463,113	N/A
Total Debt Service Fund	\$662,892	\$529,577
Totals	14,134,948	\$4,815,936

BE IT FURTHER RESOLVED, to acknowledge that the 2020-2021 school year budget, as described, results as the following:

General fund tax levy/municipal other \$4,286,359

Debt service/municipal levy \$529,577

C. Tax Levy Payment Schedule

Approve the submission of the tax requisition schedule for the 2020-2021 school year as follows:

<u>2020-2021</u>	<u>Tax Levy</u>	<u>Debt Service</u>	<u>Total</u>
7/1/2020	357,196.58	44,131.42	401,328.00
8/1/2020	357,196.58	44,131.42	401,328.00
9/1/2020	357,196.58	44,131.42	401,328.00
10/1/2020	357,196.58	44,131.42	401,328.00
11/1/2020	357,196.58	44,131.42	401,328.00
12/1/2020	357,196.58	44,131.42	401,328.00

1/1/2021	357,196.58	44,131.42	401,328.00
2/1/2021	357,196.58	44,131.42	401,328.00
3/1/2021	357,196.58	44,131.42	401,328.00
4/1/2021	357,196.58	44,131.42	401,328.00
5/1/2021	357,196.58	44,131.42	401,328.00
<u>6/1/2021</u>	<u>357,196.58</u>	<u>44,131.42</u>	<u>401,328.00</u>
TOTALS	4,286,359.00	529,577.00	4,815,936.00

Motion approved unanimously by roll call vote.

5. BOARD OF EDUCATION BUSINESS - Mrs. Werner commented that it’s a comfort to know that we can count on our administration, teachers and staff, as we get through this pandemic. Our district was well prepared thanks to our superintendent’s leadership. She wanted to thank the parents, the students, as well as, the community as we continue to sail on uncharted waters.

A. Old Business

B. New Business

C. Committee Reports

Curriculum/Policy Committee – Mrs. Jacobo spoke about policies and instruction during pandemic.

Finance/Operations Committee – Mr. Roehnert discussed the budget, the waste water treatment plant and septic.

Personnel/Negotiations Committee – Mrs. Wyld spoke about staffing review for approval and non-affiliated and Business Administrator contracts.

County SBA Meeting – Mrs. Wyld reported on the following topics: the BOE self-evaluation should begin now,.

Governor Murphy is in no hurry to open schools, supplies and social distancing, transportation, impact of pass/fail grades, graduation, there may be a cut in state aid and the next county meeting will be held virtually on June 9, 2020.

D. Correspondence – Ms. Gfroehrer informed the Board that the Washington Township Board of Education approved an \$11,000.00 contribution to offset the cost of chromebooks for distance learning.

E. Update

6. MINUTES

Motion by **Mr. Roehnert** and seconded by **Mrs. Wyld** to approve the regular session minutes for March 18, 2020. There was no executive session on March 18, 2020.

Motion approved with Mrs. Brownhill abstaining.

7. RECOMMENDATIONS 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. Technology Report
6. Cafeteria Report
7. Curriculum & Data Report
8. ACES Report

8. RECOMMENDATION OF THE SUPERINTENDENT - PERSONNEL

A. Vote to Approve Section 8 - Recommendation of the Superintendent - Personnel

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

RECOMMEND, that the Board of Education, upon recommendation of the Superintendent, approve items 8B-8C.

B. Renewal and Appointment of Staff

APPROVE the appointment and renewal of staff for the 2020-2021 school year.

C. Business Administrator's Contract

APPROVE the submission of the 2020-2021 business administrator/board secretary’s contract to the Atlantic County Executive Superintendent for approval.

Motion approved by roll call vote with Mrs. Brownhill abstaining on item 8C, Mrs. Maione abstaining on item 8B and Mr. Winterbottom abstaining items 8B & 8C.

9. RECOMMENDATION OF THE SUPERINTENDENT - CURRICULUM/STUDENT MATTERS

A. Vote to Approve Section 9 - Recommendation of the Superintendent - Curriculum/Students Matters

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

RECOMMEND, that the Board of Education, upon recommendation of the Superintendent, approve items 9B-9C.

B. Comprehensive Equity Plan SOA

APPROVE Submission of Comprehensive Equity Plan Statement of Assurance for the 2020-2021 School Year.

C. Professional Development

APPROVE Participation of Professional Meetings, Workshops, etc.:

Name	Location	Date	Cost	Travel	Meals & Lodging	Notes
K. Capaldi	Online	4/1, 4/8, 4/15, 4/22, 4/29, 5/6, & 5/13/2020	\$150.00	\$0	\$0	NJASBO Excel
M. Evangelisti	Online	4/1, 4/8, 4/15, 4/22, 4/29, 5/6, & 5/13/2020	\$150.00	\$0	\$0	NJASBO Excel
K. Torres	Online	4/1, 4/8, 4/15, 4/22, 4/29, 5/6 & 5/13/2020	\$150.00	\$0	\$0	NJASBO Excel
K. Gfroehrer	Online	4/1, 4/8, 4/15, 4/22, 4/29, 5/6 & 5/13/2020	\$150.00	\$0	\$0	NJASBO Excel

Motion approved unanimously by roll call vote.

10. RECOMMENDATION OF THE SUPERINTENDENT - BOARD POLICY

A. Vote to Approve Section 10 - Recommendation of the Superintendent - Board Policy

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

RECOMMEND, that the Board of Education, upon recommendation of the Superintendent, approve items 10B-10C.

B. COVID-19

MULLICA TOWNSHIP BOARD OF EDUCATION - RESOLUTION

WHEREAS, the Mullica Township Board of Education (the “Board”), is a body politic and corporate in the State of New Jersey charged with the responsibility of governing and operating the public schools for Mullica Township; and **WHEREAS**, the State of New Jersey is currently under a State of Emergency, as declared by Federal, State, and local authorities, due to the global pandemic of COVID-19; and

WHEREAS, the closure of all schools to students is presently for an indefinite amount of time pursuant to Governor Murphy’s Executive Order 104 and that such order permits the continuation of education through home instruction and other remote means; and

WHEREAS, Board By-Law 131, By-Laws and Policies, permits the Board to authorize the suspension of policies under emergency circumstances; and

NOW THEREFORE, BE IT RESOLVED, that during any declared state of emergency or the mandatory closure of school due to the COVID-19 emergency, the Board authorizes the Superintendent to suspend such policies as may be necessary, and take such action as the Superintendent deems necessary and appropriate to comply with any Order of the Federal, State, or local government.

C. First Reading

APPROVE the following policy items as a first reading:

- P0152 Board Members
- P&R 1581 Domestic Violence
- P2444 Health and Physical Education
- P&R 5330 Administration of Medication

P8210 School Year
 P8220 School Day
 R8220 School Closings
 P8462 Reporting Potentially Missing or Abused Children

Motion approved unanimously by roll call vote.

11. RECOMMENDATION OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

A. Vote to Approve Section 11 - Recommendation of the Business Administrator/Board Secretary

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

RESOLVED, the Mullica Township Board of Education, upon recommendation of the Business Administrator, approve items 11B-11E:

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 **March 31,2020**, after review of the Secretary's Budget Report for **March 31,2020** 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 Report for March 31, 2020

Pursuant to Administrative code, N.J.A.C.6A23-2.11(3) I, Karen Gfroehrer, Board Secretary, certify that as of **March 31, 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 **March 31, 2020**.

C. Approval of Expenditures

APPROVE the payroll expense for:

March 15, 2020: \$360,036.95

March 30, 2020: \$362,708.09

Approve the April 28, 2020 list of bills in the amount of \$136,713.53 as per the attached.

Fund 10 General Expense	\$ 120,769.16
Fund 20 Special Revenues	\$ 6,944.37
Fund 30 Construction Funds	\$ 00.00
Fund 40 Debt Service	\$ 00.00
Total General Fund	\$ 120,769.16
Fund 62 Cafeteria	\$ 00.00
Fund 63 Washington Twp.	\$ 00.00
Fund 95 Student Activities	\$ 00.00
Total All Funds	\$ 136,713.53

D. Transfers

APPROVE the March 2020 transfers #000119 through #000134, as attached.

APPROVE the transfer of funds from account 11-000-262-420-00 to account 12-000-300-730-00 (Fund 12) for the purpose of purchasing a floor scrubber.

APPROVE the transfer of funds from the capital reserve to 12-000-400-334-00 in the amount of \$59,000.00 for engineering costs associated with the wastewater treatment plant project.

E. Contracts

APPROVE the agreement with Ford-Scott & Associates, Certified Public Accountants, for audit services for school year ending June 30, 2020 at a cost to the district not to exceed \$22,500.

APPROVE the 2020-2021 classroom rental agreement with Y.A.L.E. School for an income to the district of \$91,265.00.

APPROVE the solicitation of bids for the replacement of the wastewater treatment plant.

APPROVE the solicitation of bids for the septic disposal field replacement project.

APPROVE the agreement with Van Cleef Engineering Associates, LLC for services provided for the wastewater treatment plant project in an amount not to exceed \$59,000.00.

APPROVE the one-year contract renewal (first renewal) with Nutri-Serve Food Service Management Co. for the 2020-2021 school year as follows:

Food Service Management Fee: \$29,437.20 (2% increase)

Company Guaranteed Profit: \$10,000.00

Motion approved unanimously by roll call vote.

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

13. INFORMATIONAL

A. Next Board Meeting Date

The next regular and reorganization board meeting is scheduled for **May 27, 2020** with executive session starting at 6:30 p.m. and public portion of the meeting starting at 7:00 p.m.

B. PTA

Cancel Morey Fundraiser

\$1,800 robot kits from Scholastic Fundraiser

Rainbow mail was sent to every student in the district

The PTA will hang banners in front of school for teacher appreciation week/virtual teacher appreciation week

The PTA thanked BOE and Administrators for support throughout the year

C. MTEF

All activities are on hold

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

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

Motion approved unanimously.

TIME: 7:50 PM

Respectfully submitted,



Karen Gfroehrer
Business Administrator