

**1. MEETING OPENING**

At 6:30 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. Hreha, Mrs. Kurtz, Mrs. Maione, Mr. Roehnert, Mr. Winterbottom, and Mrs. Wyld

**Absent:** Mrs. Jacobo, Mrs. Werner

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

**2. EXECUTIVE SESSION**

**A. Executive Session**

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

**RESOLVED**, that Mullica Township Board of Education shall meet in Executive Session for the purpose of discussing personnel, litigation, and attorney/client communications.

**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: 6:32 PM**

**B. Resume Public Portion of Meeting**

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

**Motion approved unanimously.**

**TIME: 7:05 PM**

**C. Flag Salute - Mrs. Brownhill led the flag salute**

**3. PRESENTATIONS**

**A. NJHS Induction** – Mr. Gerber and Mrs. Lynn presented the 2019-2020 NJHS Inductees.

**B. 2021-2022 Budget Hearing** – Mr. Weber delivered the 2021-2022 budget hearing presentation. No audience was in attendance.

**4. PUBLIC COMMENT ON AGENDA ITEMS ONLY - None**

**5. RECOMMENDATIONS OF THE SUPERINTENDENT - 2021-2022 BUDGET SUBMISSION APPROVAL**

**A. Vote to Approve Section 4 - Recommendation of the Superintendent - 2021-2022 Budget**

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

**RECOMMEND**, that the Board of Education, upon recommendation of the Superintendent, approve items 5B-5C.

**B. 2021-2022 Proposed Budget**

**RESOLVED**, the Mullica Township Board of Education approve the tentative 2021-2022 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.

**AND BE IT FURTHER RESOLVED**, the Mullica Township Board of Education authorize the Superintendent and the Business Administrator/Board Secretary to implement the 2021-2022 Budget pursuant with local and state policies and regulations as submitted to the NJDOE; and

**FURTHER** to approve the Chart of Accounts as accepted by NJDOE in conjunction with Generally Accepted Accounting Principles.

	Budget	Local Tax Levy
<b>Total General Fund</b>	\$11,664,399	\$4,372,086
<b>Total Special Revenue Fund</b>	\$1,345,519	N/A
<b>Total Debt Service Fund</b>	\$648,617	\$515,575

<b>Totals</b>	\$13,658,535	\$4,887,661
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**BE IT FURTHER RESOLVED**, to acknowledge that the 2021-2022 school year budget, as described, results as the following:

General fund tax levy/municipal other \$4,372,086  
 Debt service/municipal levy \$515,577

**FURTHER, BE IT RESOLVED**, to transfer \$65,000 from the maintenance reserve account to the general fund for the purpose of general maintenance.

**FURTHER, BE IT RESOLVED**, to transfer \$60,000 from the unemployment trust account to the general fund for the purpose of unemployment costs.

**FURTHER, BE IT RESOLVED**, that the support documentation of this budget also contains an itemization of criteria expenditures as required under administrative regulations.

**C. Tax Levy Payment Schedule**

Approve the submission of the tax requisition schedule for the 2021-2022 school year as follows:

<u>2021-2022</u>	<u>Tax Levy</u>	<u>Debt Service</u>	<u>Total</u>
7/1/2021	364,340.50	42,964.58	407,305.08
8/1/2021	364,340.50	42,964.58	407,305.08
9/1/2021	364,340.50	42,964.58	407,305.08
10/1/2021	364,340.50	42,964.58	407,305.08
11/1/2021	364,340.50	42,964.58	407,305.08
12/1/2021	364,340.50	42,964.58	407,305.08
1/1/2022	364,340.50	42,964.58	407,305.08
2/1/2022	364,340.50	42,964.58	407,305.08
3/1/2022	364,340.50	42,964.58	407,305.08
4/1/2022	364,340.50	42,964.58	407,305.08
5/1/2022	364,340.50	42,964.58	407,305.08
6/1/2022	<u>364,340.50</u>	<u>42,964.62</u>	<u>407,305.12</u>
<b>TOTALS</b>	<b>4,372,086.00</b>	<b>515,575.00</b>	<b>4,887,661.00</b>

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

**6. BOARD OF EDUCATION BUSINESS**

**A. Old Business** – The strategic plan was discussed.

**B. New Business**

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

**APPROVE** the settlement agreement for JO and CM as discussed in executive session.

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

**C. Committee Reports**

Curriculum/Policy Committee – Mrs. Brownhill spoke about policies, facility use policy was revisited, and survey to increase school to five days per week.

Finance/Operations Committee – Mr. Roehnert gave an update on the WWTP, budget, health benefits, certified tuition and shared services with Mullica Township.

Personnel/Negotiations Committee – Mrs. Brownhill announced a teacher resignation and teacher leave.

**D. Correspondence** - None

**E. Update**

Motion by **Mr. Roehnert** and seconded by **Mrs. Maione**;  
**APPROVE** the advancement of the strategic plan as discussed in executive session.  
**Motion unanimously approved by roll call vote.**

**7. MINUTES**

**A. Regular & Executive Session Meeting Minutes**

Motion by **Mr. Roehnert** and seconded by **Mrs. Maione**;  
**APPROVE** the Regular and Executive meeting minutes for March 17, 2021.  
**Motion approved unanimously.**

**8. 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. Nurse's Report
6. Technology Report
7. Cafeteria Report
8. Curriculum & Data Report
9. ACES Report

**9. 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 9B-9L, tabling 9I.

**B. Renewal and Appointment of Staff**

**APPROVE** the appointment and renewal of the staff list for the 2021-2022 school year.

**C. New Hires**

**APPROVE** the following new staff pending receipt of appropriate paperwork including S414 "pass the trash".

Name	Position/Grade	Step/Salary	Account Number	PCR Number
Marisa Mancini	Long-Term Substitute (Extended April 30, 2021 - May 14, 2021)	Step 1 BA \$55,784.00 (prorated)	11-212-100-101-020	TCH.PM.SPEC.FL.01
Michael Lipford	Long-Term Substitute (May 17, 2021 - June 30, 2021)	Step 1 BA \$55,784.00 (prorated)	11-130-100-101-025	TCH.MD.ENGL.MS.07
Valeria Traverzo	Part-Time Aide	Step 1 \$11,076.00 (Prorated) (TH-F)	11-212-100-106-020	AID.PM.INST.FL.07
Danielle Rescigno	Part-Time Aide	Step 1 \$11,076.00 (Prorated) (TH-F)	11-212-100-106-025	AID.MD.INST.FL.08
Atira Alexander*	Part-Time Aide	Step 1 \$11,076.00 (Prorated) (TH-F)	11-212-100-106-025	AID.MD.INST.FL.09

\* 2021-2022 School Year

**D. 2020-2021 ACES Staff**

**APPROVE** the following staff for the 21st CCLC Grant (ACES) 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
Lou Apalucci	Teacher	\$40.00	Jacki Lugg	Site Coordinator	\$40.00
Brigitte Walters	Aide	\$15.00			

\* pending receipt of appropriate paperwork

**E. Substitutes for the 2020-2021 School Year**

**APPROVE** the following substitute personnel for the 2020-2021 school year pending receipt of appropriate paperwork including S414 "pass the trash".

Name	Substitute Category
Mary Kehrli	Teacher

**F. Child Rearing Leave**

**APPROVE** child rearing leave of absence for Felicia Lisitski, aide, on or about April 12, 2021, with an anticipated return date of December 1, 2021, in accordance with Federal Family Leave Act, New Jersey Paid Family Leave Act, and Mullica Policy #3431.1. Federal Family Leave will begin on the first day of the leave.

**G. Leave of Absence**

**APPROVE** paid leave of absence from on or about January 1, 2021 until March 2, 2021, and unpaid leave from March 3, 2021 until April 9, 2021, for Orray Clayton, custodian, with anticipated return date of April 12, 2021.

**APPROVE** paid leave of absence from on or about October 19, 2020, until February 10, 2021, and unpaid leave from February 15, 2021, until further notice for Regina Bartolomeo, aide, with anticipated return date of TBD.

**APPROVE** paid leave of absence for Brigitte Walters, secretary, in accordance with Federal Family Leave Act, New Jersey Paid Family Leave Act, and Mullica Policy #3431.1, on or about April 13, 2021, with anticipated return date of June 19, 2021.

**H. 2021-2024 Superintendent Contract**

**APPROVE** the 2021-2024 contract for Andrew Weber, Superintendent, approved by the Interim Executive County Superintendent of Schools, as follows:

NAME	YEAR	SALARY	ACCOUNT#	UPC#
Andrew Weber	2021-2022	\$141,000.00	11-000-230-100-00	ADM.DO.SUPT.NA.1
	2022-2023	\$143,820.00	11-000-230-100-00	ADM.DO.SUPT.NA.1
	2023-2024	\$146,696.00	11-000-230-100-00	ADM.DO.SUPT.NA.1

**I. Business Administrator's Contract - TABLED**

**APPROVE** the submission of the 2021-2022 business administrator/board secretary's contract to the Atlantic County Executive Superintendent for approval.

**J. 2021 Track Schedule**

**APPROVE** the 2021 Track Schedule

**K. College/University Program Internship**

**APPROVE** the fall 2021 field placement (20 to 80 hours) for the following students:

College	Adviser	Name	Mentor	Assignment	Dates
Rowan University	Nicole Edwards	Natasa Coughlin	Jennifer Sheldon	Students with Disabilities	09/01/2021-10/25/2021

**L. Private Tuition**

**APPROVE** private tuition waiver for children of staff members for the 2021-2022 school year, as per the approved Private Tuition Agreement for non-resident students.

**Motion approved by roll call vote with Mrs. Maione abstaining on 9B, 9D, 9G and 9H; Mr. Winterbottom abstaining on 9B and 9H.**

**10. RECOMMENDATION OF THE SUPERINTENDENT - CURRICULUM/STUDENT MATTERS**

**A. Vote to Approve Section 10 - Recommendation of the Superintendent - Curriculum/Students Matters**

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

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

**B. Professional Development**

**APPROVE** Participation of Professional Meetings, Workshops, etc.:

Name	Location	Date	Cost	Travel	Meals & Lodging	Notes
TBD	Adaptable Learning Online	July 2021	\$495.00	\$0	\$0	The Curriculum Camp Conference 5 Person License

**C. New Jersey Youth Advocacy Program**

**APPROVE** the New Jersey Youth Advocacy Program to provide mental health and crisis supports for the 2021-2022 school year at no cost to the district.

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

**11. RECOMMENDATION OF THE SUPERINTENDENT - BOARD POLICY**

**A. Vote to Approve Section 11 - 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 11B.

**B. First Reading**

**APPROVE** the following policy items as a first reading:

- P 0145 Board Member Resignation and Removal (M) (Revised)
- P 1620 Administrative Employment Contracts (M) (Revised)
- P 2415 Every Student Succeeds Act (M) (Revised)
- P 2415.02 Title I – Fiscal Responsibilities (M) (Revised)
- P & R 2415.20 Every Student Succeeds Act Complaints (M) (Revised)

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

**12. RECOMMENDATION OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY**

**A. Vote to Approve Section 12 - Recommendation of the Business Administrator/Board Secretary**

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

**RESOLVED**, the Mullica Township Board of Education, upon recommendation of the Business Administrator, approve items 12B-12G:

**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, 2021**, after review of the Secretary's Budget Report for **March 31, 2021** 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, 2021

Pursuant to Administrative code, N.J.A.C. 6A23-2.11(3) I, Karen Gfroehrer, Board Secretary, certify that as of **March 31, 2021**, 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, 2021**.

**C. Transfers**

**APPROVE** the March 2021 transfers #000112 through #000124, as attached.

**D. Approval of Expenditures**

Approve the payroll expense for:

March 15, 2021: \$349,835.48

March 30, 2021: \$349,768.31

Approve the April 28, 2021 list of bills in the amount of \$572,655.23.

Fund 10 General Expense	\$513,944.22
Fund 20 Special Revenues	\$35,119.27
Fund 30 Construction Funds	\$00.00
Fund 40 Debt Service	\$00.00
<b>Total General Fund</b>	<b>\$549,063.49</b>
Fund 62 Cafeteria	\$22,565.82
Fund 63 Washington Twp	\$10.50
Fund 95 Student Activities	\$1,015.42
<b>Total All Funds</b>	<b>\$572,655.23</b>

**E. Contracts**

**APPROVE** Paul's Commodity Hauling, Inc. to transport commodity food for the 2021-2022 school year.

**APPROVE** the 2021-2022 contract with the YMCA to provide before and afterschool care at no cost to the district.

**APPROVE** the 2021-2022 classroom rental agreement with Y.A.L.E. School for an income to the district of \$91,265.00.

**APPROVE** the 2020-2021 cooperative pricing agreement with Hunterdon County Educational Services Commission at no cost to the District (attached).

**APPROVE** the payment of the 2019-2020 prior year tuition adjustment to the Washington Township School District in the amount of \$49,810.00, to be paid in the 2020-2021 school year.

**APPROVE** the 2021-2022 special education tuition agreement with the Folsom School District for one student for a revenue to the district as follows:

Tuition:	\$18,418.00
Student Services:	\$ 2,845.00
Prior Year Adjustment:	<u>\$(9,030.00)</u>
<b>TOTAL:</b>	<b>\$12,233.00</b>

**APPROVE** the 2021-2022 one-on-one aide tuition agreement with the Folsom School District for one student for a revenue to the district in the amount of \$23,389.00.

**APPROVE** the regular education tuition agreements with the Washington Township School District for the 2021-2022 school year as follows:

Grades	# of Students	Tuition	Total
PreK-K	3	\$16,873.00	\$50,619.00
PY Adjustment			\$68,679.00
<b>Total</b>	<b>3</b>		<b>\$119,298.00</b>

Grades	# of Students	Tuition	Total
Grades 1-5	17	\$14,180.00	\$241,060.00
PY Adjustment			\$93,506.00
<b>Total</b>	<b>17</b>		<b>\$334,566.00</b>

Grades	# of Students	Tuition	Total
Grades 6-8	14	\$14,048.00	\$196,672.00
PY Adjustment			\$60,172.00
<b>Total</b>	<b>14</b>		<b>\$256,844.00</b>

**APPROVE** the purchase of professional development virtual training "Exploring Multiple Perspectives" from the Tinsley Institute for Multicultural Empowerment, LLC at a cost to the district of \$2,500.00.

**APPROVE** the following contracts for professional services effective April 29, 2021 through the 2021-2022 school year:

Bond Counsel: McManimon, Scotland & Baumann  
 Engineer of Record: Remington & Vernick Engineers, Inc.

**APPROVE** the shared service purchasing agreement with New Jersey School Boards Association Cooperative Pricing System for procurement purchases at no cost to the district.

**APPROVE** the business administrator to solicit bids for the wastewater treatment plant project and the septic disposal field project.

**F. Grants**

**APPROVE** the acceptance of the Supplemental 21st CCLC IDEA grant in the amount of \$25,000 for the 2020-2021 school year.

**G. DOE Application Submission**

**APPROVE** Remington & Vernick Engineers to submit documentation to the New Jersey Department of Education for upgrades to the wastewater treatment plant as an "Other Capital Project". The Mullica Township Board of Education is not seeking State funding for this project.

**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 26, 2021** with executive session starting at 6:30 PM and public portion of the meeting starting at 7:00 PM.

**B. PTA – Selling Mega Raffle tickets; end of year activities**

**C. MTEF - NONE**

**14. EXECUTIVE SESSION - NONE**

**15. ADJOURNMENT**

Motion by Mrs. Kurtz and seconded by Mr. Roehnert to adjourn the meeting

**Motion approved unanimously.**

**TIME: 7:53 PM**

Respectfully submitted,

Karen Gfroehrer  
 Business Administrator