

## **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. Jacobo, Mr. Silva, Mrs. Werner, and Mrs. Wyld

**Absent:** Mrs. Kurtz, Mrs. Maione, Mr. Roehnert, Mr. Winterbottom

**Also in attendance:** Mr. Weber, Superintendent, Ms. Gfroehrer, School Business Administrator/Board Secretary, and Ms. Katie Trout, Solicitor.

## **2. EXECUTIVE SESSION**

### **A. Resolution for Executive Session**

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

**RESOLVED**, that Mullica Township Board of Education shall meet in Executive Session for the purpose of discussing HIB, 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: 6:31 PM**

### **B. Resume Public Portion of Meeting**

Motion by Mrs. Werner and seconded by Mr. Silva to resume the public portion of the agenda.

**Motion approved unanimously.**

**TIME: 7:00 PM**

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

## **3. PUBLIC COMMENT ON AGENDA ITEMS ONLY - None**

## **4. BOARD OF EDUCATION BUSINESS**

### **A. Old Business**

### **B. New Business**

### **C. Committee Reports**

Curriculum/Policy

Finance/Facilities

Personnel/Negotiations

### **D. Correspondence**

### **E. Update**

## **5. MINUTES**

### **A. Regular and Executive Session Minutes**

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

**APPROVE** the October 20, 2021 Board of Education Regular meeting minutes and Executive meeting minutes.

**Motion approved unanimously.**

## **6. RECOMMENDATIONS OF THE SUPERINTENDENT - MONTHLY REPORTS**

### **A. Monthly Reports**

1. Superintendent Report

2. Elementary School Principal Report

3. Middle School Principal Report

4. Nurse's Report
5. Technology Report
6. Cafeteria Report
7. Curriculum & Data Report
8. ACES Report

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

##### A. Vote to Approve Section 7 - Recommendation of the Superintendent - Personnel

Motion by Mrs. Wyld and seconded by Mrs. Werner;

**RESOLVED**, the Mullica Township Board of Education, upon recommendation of the Superintendent, approve items 7B- 7F.

##### B. 2021-2022 New Hires

**APPROVE** the following staff for the 2021-2022 school year pending receipt of appropriate paperwork including S414 "pass the trash".

Name	Position/Grade	Step/Salary	Account Number	PCR Number
Tamara Carr	Library Media Specialist	MA 15 Step 6 \$62,879.00	11-000-222-104-020/025	LIB.MS.MEDIA.NA.01
Mary Hodgens	Elementary Teacher/Interventionist	MA Step 4 \$59,679.00	20-483-100-101-020	TCH.PM.INTV.FL.02
Joseph Keyek	Manager of Building, Grounds, and Custodial Services	\$75,000.00	11-000-262-100-00 Custodial 50% 11-000-263-100-00 Grounds 50%	CUS.FL.SUPV.NA.01
Daisy Higbee	Cafeteria/Playground Aide	Step 1 \$14,753.00	11-000-262-107-00	AID.FL.CAFT.NA.01

##### C. 2021-2022 Substitutes

**APPROVE** the following substitute personnel for the 2021-2022 school year pending receipt of appropriate paperwork.

Name	Type of Substitute Category
Thomas Mature	Teacher
Falyn Logan	Aide
Grace Hannel	Aide
Ryan Sansom	Aide
Gregory Cole	Teacher

##### D. Leave of Absence

**APPROVE** unpaid leave of absence for Valeria Traverzo-Cruz, aide, on or about October 21, 2021, with anticipated return date of March 1, 2022.

##### E. Job Description

**APPROVE** the Cafeteria Playground Aide job description.

##### F. College/University Program Internship

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

College	Adviser	Name	Cooperating Teacher	Assignment	Placement Request	Dates
Stockton University	Jennifer Houser	Colleen Lombardi	Kelly Mierzwinski	K	100 Intermediate Fieldwork Hours	01/18/2022-05/06/22
Stockton University	Jennifer Houser	Thomas Mature	Michele Bartling	7th	80 Introductory Fieldwork Hours	01/18/2022-05/06/22

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

**8. RECOMMENDATIONS OF THE SUPERINTENDENT - CURRICULUM/STUDENT MATTERS****A. Vote to Approve Section 8 - Recommendation of the Superintendent - Curriculum/Students Matters**

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

**RESOLVED**, the Mullica Township Board of Education, upon recommendation of the Superintendent, approve items 8B-8D.

**B. 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.

**C. ABR Self-Assessment Score**

**APPROVE** the ABR Self-Assessment Score. All components of the Anti-Bullying Bill of Rights Act were identified as meeting or exceeding requirements.

**D. Professional Development**

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

Name	Location	Date	Cost	Travel	Meals & Lodging	Events
Andrew Weber	Trenton, NJ	12/8/2021	\$0	TBD	\$0	NJASA
Andrew Weber	Atlantic City, NJ	3/24/2022, 3/25/2022	\$370.00	\$0	\$0	NJPSA Diversity, Equity, SEL, Mental Health
Allison Bell	Folsom, NJ	11/12/2021	\$0	\$0	\$0	Tuition Student Assessment
Kristen Scioli	Folsom, NJ	11/12/2021	\$0	\$0	\$0	Tuition Student Assessment

Motion approved unanimously by roll call vote.

**9. RECOMMENDATIONS OF THE SUPERINTENDENT - BOARD POLICY****A. Vote to Approve Section 9 - Recommendation of the Superintendent - Board Policy**

Motion by Mrs. Werner and seconded by Mrs. Jacobo;

**RESOLVED**, the Mullica Township Board of Education, upon recommendation of the Superintendent, approve items 9B-9C.

**B. First Reading**

**APPROVE** the following policy (P) and regulation (R) items as a first reading:

P61105.01 Federal Awards/Funds Internal Controls – Allowability of Costs  
 P61105.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures  
 P61105.03 Federal Awards/Funds Internal Controls – Conflict of Interest  
 P6311 Contracts for Goods or Services Funded by Federal Grants  
 P8420 Emergency and Crisis Situations  
 R8420.1 Fire and Fire Drills  
 P8540 School Nutrition Programs  
 P8550 Meal Charges/Outstanding Food Service Bill

**C. Second Reading**

**APPROVE** the following policy (P) and regulation (R) items as a second reading:

P2422 Comprehensive Health and Physical Education  
 P2425 Emergency Virtual or Remote Instruction Program  
 P2467 Surrogate Parents and Resource Family Parents  
 P5111 Eligibility of Resident/Nonresident Students  
 P5116 Education of Homeless Children  
 P & R7432 Eye Protection

Motion approved unanimously by roll call vote.

**10. RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY****A. Vote to Approve Section 10 - Recommendation of the Business Administrator/Board Secretary**

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

**RESOLVED**, the Mullica Township Board of Education, upon recommendation of the Business Administrator, approve items 10B - 10G;

#### 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 **October 31, 2021**, after review of the Secretary's Budget Report for **October 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 **October 31, 2021**.

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

#### C. Transfers

**APPROVE** the transfers #000076 through #000082 for October 2021.

#### D. Approval of Expenditures

**APPROVE** the payroll expense for:

October 15, 2021: \$377,873.34

October 30, 2021: \$379,557.26

**APPROVE** the November 17, 2021 list of bills in the amount of \$487,860.09.

Fund 10 General Expense	\$427,364.42
Fund 20 Special Revenues	\$21,749.29
Fund 30 Construction Funds	\$0.00
Fund 40 Debt Service	\$0.00
<b>Total General Fund</b>	<b>\$449,113.71</b>
Fund 62 Cafeteria	\$37,456.90
Fund 63 Washington Twp	\$0.00
Fund 95 Student Activities	\$1,289.48
<b>Total All Funds</b>	<b>\$487,860.09</b>

#### E. Capital Reserve Withdrawal

**APPROVE** the withdrawal from the capital reserve account in the amount of \$223,000.00 for the wastewater treatment plant project.

#### F. Contracts

**APPROVE** the following 2021-2022 Greater Egg Harbor Regional Transportation Routes:

Contract	Route #	Destination	Cost	Mgmt Fee	Total
CM16H	ACS-GE1	ACSSSD	\$67,001.40	\$3,350.07	\$70,351.47
MT-A	MT-A	Mullica Twp School District	\$20,140.00	\$1,007.00	\$21,147.00

**APPROVE** Remington & Vernick Engineers to provide professional engineering services for the HVAC project (RFP 22-001) for an estimated cost to the district of \$53,000. The contract will be paid from ESSER III funds.

#### G. Facilities Use

**APPROVE** the following Facilities Use Applications items:

Date	Time	Organization	Location	Fee
11/03/2021, 12/1/2021, 02/9/2022, 04/6/2022, 06/1/2022	6:30-8:30	PTA Meeting	Library	\$0
11/16/2021, 12/09/2021, 01/18/2022	6:30-8:30	Strategic Planning Meeting	Cafeteria	\$0
3/07/2022-7/01/2022 Front & Rear Baseball Fields M-F 03/07/2022-04/29/2022 Gym M-F	6:00-8:30	MTRA Baseball	Front & Rear Baseball Fields & Gym	\$0
12/06/2021-02/25/2022 M-F 01/08/2022-02/25/2022 Sat	6:30-8:30 9:00-5:00	MTRA Basketball	Gym	\$0
12/03/2021	5:00-9:00	PTA Holiday Night	Cafeteria, Library, Hallways & Rear Loop	\$0
12/1/2021-12/08/2021	9:00-3:00 everyday 9:00-8:30 12/03/2021	PTA Book Fair	Library	\$0

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

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

**12. INFORMATIONAL**

**A. Next Board Meeting Date**

The next regular and reorganization board meeting is scheduled for **January 5, 2022**, at 6:30 p.m. for executive session and 7:00 p.m. for public session.

**B. PTA - None**

**C. MTEF –** Mr. Ryan Mains thanked the MTEF for the scholarship.

**13. EXECUTIVE SESSION- None**


**14. ADJOURNMENT**

Motion by Mr. Silva and seconded by Mrs. Werner to adjourn the meeting

**Motion approved unanimously.**

**TIME: 7:15 PM**

Respectfully submitted,

  
**Karen Gfroehrer**  
 Business Administrator