

# **1. MEETING OPENING**

At 7:00 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, Mrs. Maione, Mr. Roehnert, Mrs. Werner, Mr. Winterbottom, and Mrs. Wyld

**Absent:** Mr. Silva

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

## **2. EXECUTIVE SESSION - None**

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

## **3. PRESENTATIONS**

**Ms. Janine Gentilini presented a Special Education and Student Services overview.**

## **4. PUBLIC COMMENT ON AGENDA ITEMS ONLY**

Mr. Robert Stollenwerk questioned the RVE contract/bond referendum. Mr. Weber said that this is the pre-planning stage for when the debt service expires in a few years.

## **5. BOARD OF EDUCATION BUSINESS**

**A. Old Business** – BOE Action Plan

**B. New Business** - None

### **C. Committee Reports**

**Curriculum/Policy** – Mrs. Jacobo spoke about polices, possible changes to the website to be ADA compliant, virtual instruction plan, volunteer handbook, health curriculum and student scores.

**Finance/Facilities** – Mr. Roehnert spoke about FEMA additional funds, National lunch program, bond referendum, HVAC 40-week supply chain delay, cooperative purchasing agreement, transportation delays and bus staffing, and the pros/cons of a collection agency for chromebook repairs; the committee doesn't recommend a collection agency.

**Personnel/Negotiations** – Mrs. Werner discussed several personnel matters.

**D. Correspondence** - None

**E. Update** – Mr. Weber spoke about the BOE Action Plan and the volunteer handbook.

## **6. MINUTES**

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

**APPROVE** the August 24, 2022 Board of Education Regular meeting minutes and Executive meeting minutes.

**Motion approved unanimously.**

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

### **A. Monthly Reports**

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

**8. RECOMMENDATIONS OF THE SUPERINTENDENT - PERSONNEL****A. Vote to Approve Section 8 - Recommendations of the Superintendent - Personnel**

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

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

**B. Bus Duty Compensation**

**APPROVE** the following staff for bus duty compensation at \$30.00/hour:

Rhonda Goodrich	Kelly Riley
Marguerite Tomasello	Christine Young

**C. Additional Summer Hours**

**APPROVE** the additional summer hours:

Name	Position	Program	Compensation	Anticipated
Krystal Hutton	Special Education Teacher	ESY	\$33/hr.	Additional .25 hours over 81 hours
Jacki Lugg	Site Coordinator/Director	ACES	\$40/hr.	Additional 26.75 hours over 100 hours
Barbara Rheault	Director	ACES	\$40/hr.	Additional 14.5 hours over 128 hours
Michael Gerber	Social Studies	Summer Curriculum Writing	\$40/hr.	Additional 6.75 hours over 40 hours
Judith McGloin	Social Studies	Summer Curriculum Writing	\$40/hr.	Additional 6 hours over 20 hours

**D. Child Rearing Leave**

**APPROVE** child rearing leave of absence for employee id # 00000168 on or about October 12, 2022, with an anticipated return date of October 31, 2022, in accordance with Federal Family Leave Act, New Jersey Paid Family Leave Act, and Mullica Policy #3431.1

**E. Staff Lateral Move**

**APPROVE** lateral move of the following staff effective January 1, 2023:

Name	Current Step	Current Salary	New Step	New Salary
Lauren Leek	Step 2 BA	\$57,391.00	Step 2 BA+15	\$58,291.00

**F. Paraprofessional Statement of Assurance**

**APPROVE** submission of the Statement of Assurance to the Atlantic County Executive Superintendent of Schools for the purpose of confirming the district has met the requirements for the paraprofessional staff for 2022-2023.

**G. ESEA Title IA Funds**

**APPROVE** ESEA Title 1A Fund allocation for the 2022-2023 school year.

Name	Position	Account Number	PCR Number	% of Salary ESEA
Jill Lloyd-Pino	Teacher	20-231-100-101-025	TCH.MD.TITL1.FL.01	100.00%

**H. College/University Program Internship**

**APPROVE** the fall 2022 field placement (20 to 80 hours) for the following students:

College	Adviser	Name	Mentor	Assignment	Dates
Rowan University	Kate Doherty	Madison Walker	Kelly Mierzewski	K	09/29/2022- 12/14/2022 01/02/2023- 05/05/2023

**I. New Hires**

**APPROVE** the following staff pending receipt of the appropriate paperwork:

Name	Position/Grade	Step/Salary	Account Number	PCR Number
Nikki Pellerito	Aide PT	Step 1 \$19.57 per hour	11-000-217-106-025	AID.FL.INST.FL.02
Carrie Dessicino	Aide PT	Step 1 \$19.57 per hour	11-000-217-106-020	AID.PM.INST.FL.06



Magdalena Pratts	Custodian-Long Term Substitute	Step 1 \$22.21 per hour (prorated)	11-000-262-100-00	CUS.FL.CUST.NA.09
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**J. 2022-2023 Substitutes**

**APPROVE** the following substitute personnel for the 2022-2023 school year pending receipt of appropriate paperwork.

Name	Type of Substitute Category
Linda Thibaudeau	Aide
Krystina Shaner	Nurse
Jennifer Williams	Teacher/Aide
Oralia Mejia	Teacher/Aide
Kelly Jenkins	Teacher/Aide/Secretary
Nikki Pellerito	Teacher/Aide
Rachel Higgins	Teacher/Aide
Regina Bartolomeo	Teacher/Aide
Alba Romero	Custodian

**K. 2022-2023 ACES Staff**

**APPROVE** the following staff 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 rate:

Name	Position	Name	Position
Kelly Capaldi	Aide/Instructor	Joelle Farrell	Aide
Kristy Torres	Aide	Mallory Zolinas	Teacher

Aide \$18.00/hr., Instructor \$25.00/hr., Teacher \$40.00/hr.

**L. Staff Mentors**

**APPROVE** the following staff mentors as required by (N.J.A.C. 6A:9B-8.9; N.J.A.C. 6A: 9C-4.2(b)6; N.J.A.C. 6A: 9C-5.3):

New Staff	Mentor Teacher
Courtney Heist	Krystal Hutton
Cailyn Radke	Krystal Hutton
Brooke Weinczyk	Diane McGann

Motion approved unanimously by roll call vote.

**9. RECOMMENDATIONS 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. Werner;

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

**B. 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.

**C. Student Safety Data System**

**APPROVE** the submission of the SSDS report for reporting period 1, December 31, 2021, to June 30, 2022, submitted to the NJDOE on August 9, 2022.

**D. Emergency Virtual or Remote Instruction Plan**

**APPROVE** submission to the Atlantic County Executive County Superintendent, the emergency virtual or remote instruction plan and checklist.

**E. Curriculum Guide**

**APPROVE** the following updated curriculum guide:  
Comprehensive Health and Physical Education  
Curriculum Guide

**F. 2022-2023 School Nursing Service Plan and Standing Orders**

**APPROVE** the 2022-2023 School Nursing Service Plan and Standing Orders as reviewed and approved by the School Physician, Dr. Nurkiewicz, MD.

**G. Professional Development**

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

Name	Location	Date	Cost	Travel	Meals & Lodging	Notes
Meryl Evangelisti	Online	09/07/22, 09/21/2022	\$0	\$0	\$0	Accounting I & II
Janine Gentilini	Online or West Long Branch, NJ	10/03/2022, 12/05/2022, 02/27/2023, 04/03/2023	\$200.00	TBD	\$0	Legal Matters, School Refusal, Transition Services
Janine Gentilini	Galloway	09/30/2022	4 ETTT Hours	\$6.53	\$0	Danielson Training for Administrators
Janine Gentilini	Galloway	10/4/2022	\$25.00	\$7.33	\$0	Mental Health/Substance Abuse
Janine Gentilini	Atlantic City	10/24/2022- 10/26/2022	Group Rate \$2,100.00	TBD Parking	\$0	NJSBA Conference
Scott Sarraiocco	Galloway, NJ	09/29/2022, 10/20/2022, 11/17/2022, 12/15/2022, 12/16/2022, 01/19/2023, 02/24/2023, 03/16/2023, 05/18/2023, 06/09/2023	\$0	\$81.78	\$0	Curriculum Updates
Scott Sarraiocco	Mays Landing	09/13/2022	\$0	\$10.05	\$0	ELA
Kristine Torres	Robbinsville	12/14/2022	\$125.00	\$28.29	\$0	Pension Update
Kristine Torres	Robbinsville	01/24/2023	\$125.00	\$28.29	\$0	Employment Issues
Nellie Rivera- Aponte	Virtual	10/20/2022 10/21/2022	\$125.00	\$0	\$0	Reading & Writing the Casualties of the Pandemic
Jenna Earling	Glassboro	10/7/2022	\$0	\$0	\$0	Yearbook Premier Workshop
Jenna Earling	Sicklerville	11/18/2022	\$0	\$0	\$0	Yearbook Work Day
Jacki Lugg	Virtual	10/6/2022	\$0	\$0	\$0	Yearbook Training

**H. Field Trips**

Date	Place	Class	Staff in Charge
5/11/2023	Storybook Land	PK	PK Team
5/24/2023	Cape May Zoo	K	B. Ehrke



05/24/2023	Johnson's Farm	1st Grade	1st Grade Team
3/2023	Adventure Aquarium	2nd Grade	2nd Grade Team
6/8/2023	Wetlands Institute	3rd Grade	3rd Grade Team
3/2023	Adventure Aquarium	4th Grade	4th Grade Team
5/4/2023	Tuckerton Seaport	5th Grade	B. Manzer
3/22/2023-3/24/2023	Fairview YMCA	6th Grade	D. Driscoll
6/6/2023	Adventure Aquarium	7th Grade	7th Grade Team
6/2023	Egg Harbor Lake	8th Grade	M. Lynn
3/2023	Stockton University Holocaust	8th Grade	M. Lynn
1/25/2023	Cedar Creek High School	8th Grade	M. Lynn
12/7/2022	Cedar Creek High School	Band/Chorus	M. Lynn
5/22/2023	Cedar Creek High School	Band/Chorus	M. Lynn
6/2023	Cedar Creek High School	Band/8th Grade	M. Lynn
5/19/2023	Dorney Park & Band Competition	Band	C. Bridge

Motion approved by roll call vote with Mrs. Maione voting NO on item 9E and Mr. Winterbottom abstaining on item 9H.

#### 10. RECOMMENDATIONS 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. Kurtz;

**RESOLVED**, the Mullica Township Board of Education, upon recommendation of the Superintendent, approve items 10B-10C.

##### B. First Reading

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

P1511 Board of Education Website Accessibility

P & R2425 Emergency Virtual or Remote Instruction Program

P3270 Professional Responsibilities

R3270 Lesson Plans and Plan Books

##### C. Second Reading

**APPROVE** the following policy (P) item as a second reading:

P2330 Homework

Motion approved unanimously by roll call vote.

#### 11. RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

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

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

**RESOLVED**, the Mullica Township Board of Education, upon recommendation of the Business Administrator, approve items 11B - 11H;

##### 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 **August 31, 2022**, after review of the Secretary's Budget Report for **June (revised), July and August 2022** 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 J6/30/2022, 7/31/2022, and 8/31/2022.

Pursuant to Administrative code, N.J.A.C. 6A23-2.11(3) I, Karen Gfroehrer, Board Secretary, certify that as of **08/31/2022**, 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 **August 2022**.

#### **C. Transfers**

**APPROVE** the June 2022 account transfers (cycle 13) #00300 through #000313, as attached.

**APPROVE** the July 2022 account transfers #000001 through #000065, as attached.

**APPROVE** the August 2022 account transfers #000066 through #000073, as attached

#### **D. Capital Reserve Withdrawal**

**APPROVE** the transfer of funds in the amount of \$43,000.00 from the capital reserve account to fund 12 capital outlay in accordance with N.J.A.C. 6a:23a-14-1(h) to fund pre-development or other pre-application costs associated with planning a bond referendum.

#### **E. Approval of Expenditures**

**APPROVE** the payroll expense for:

April 15, 2022	\$390,223.65
August 15, 2022	\$96,945.55
August 30, 2022	\$86,998.68

**APPROVE** the September, 28, 2022 list of bills in the amount of \$842,125.11

Fund 10 General Expense	\$464,614.09
Fund 20 Special Revenues	\$26,039.13
Fund 30 Construction Funds	\$00.00
Fund 40 Debt Service	\$339,165.63
<b>Total General Fund</b>	<b>\$829,818.85</b>
Fund 62 Cafeteria	\$10,711.26
Fund 63 Washington Twp	\$00.00
Fund 95 Student Activities	\$1,595.00
<b>Total All Funds</b>	<b>\$842,125.11</b>

#### **F. Grants**

**ACCEPT** Washington Township preschool students for the 2022-2023 school year if the Preschool Expansion Grant application is awarded to Washington Township.

#### **G. Contracts**

**APPROVE** the 2022-2023 tuition agreement with the Atlantic County Special Services District for two (2) students at a cost to the district of \$96,480.00 to be paid through state aid reduction.

**APPROVE** the 2022-2023 agreement with Atlantic County Special Services School District (ACSSSD) for Child Study Team Services, Occupational Therapy and Physical Therapy Services on a daily/hourly, as needed, basis as per contracted rates.

**APPROVE** the Security Benefits SFR Program Governmental 457 Plan Administrative Agreement, as attached.

**APPROVE** the 2022-2023 debt service payment to the State of NJ at a cost to the district of \$53,078.00 to be paid out of state aid reduction.

**APPROVE** the 2022-2023 agreement with AtlantiCare to provide school wellness counselor services at a cost to the district not to exceed \$45,708.00 to be paid through ESSER II - Mental Health funding.



**APPROVE** the 2022-2023 consultant contract with Brett DiNovi Associates for behavior/education consultation on an as-needed basis at a cost of \$57.50 per hour for associates and \$130.00 per hour for consultation.

**APPROVE** the 2022-2025 agreement with Telesystem telephone voice/data services based on monthly usage charges.

**APPROVE** the 2022-2023 homeless tuition agreement with Deptford Township Board of Education for two (2) students at an income to the district of \$29,183.00.

**APPROVE** the Master Intergovernmental Cooperative Purchasing Agreement with OMNIA Partners.

**APPROVE** the 2022-2023 special education tuition agreement with Folsom School District for one (1) student for an income to the district as follows:

Tuition: \$42,517.00  
 Related Services: \$ 3,721.00  
 Subtotal: \$46,238.00  
 2020-2021 Adj.: \$ 7,557.00  
 Total: \$53,795.00

**APPROVE** the professional services agreement with Remington & Vernick Engineers (RVE) for pre-referendum support services at a cost to the district of \$43,000.00.

**APPROVE** the agreement with Cape May County Special Services School District for physical therapy services on a daily/hourly, as needed, basis as per contracted rates.

**APPROVE** the 2022-2023 special education tuition agreement with Washington Township School District for one (1) special education student at a revenue to the district as follows:

Tuition: \$25,975.00  
 Related Services: \$69,716.00  
 Subtotal: \$95,691.00  
 2020-2021 Adj.: \$ 947.00  
 Total: \$96,638.00

**APPROVE** the 2022-2023 Greater Egg Harbor Regional Transportation Routes:

Contract	Route #	Destination	Cost	Mgmt Fee	Total
GEH22E	ACSY-EY	ACSSSD ESY	\$4,086.66	\$204.33	\$4,290.99
GEH15	MTACE-A	ACES SUMMER ROUTES	\$3,783.28	\$189.16	\$3,972.41
MTACE-B	MTACE-B	ACES SUMMER ROUTES	\$7,125.00	\$356.25	\$7,481.25
ESY-C	ESY-C	ACES PROGRAM ESY	\$9,025.00	\$451.25	\$9,476.25
CM18	MT-1	Field/Athletic Trips (1st 4 hrs)	\$372.87	\$18.65	\$391.52
CM18	MT-1	Field/Athletic Trips (add'l hour)	\$99.00	\$4.95	\$103.95
CM16I	A-B	Mullica (after school activity)	\$34,736.40	\$1,736.82	\$36,473.22
CM21A	MT-1	Mullica (w/c assessible)	\$59,616.00	\$2,980.80	\$62,596.80
CM16H	ACS-GE1	ACSSSD	\$68,279.40	\$3,413.97	\$71,693.37
CM19V	ACT1, ACT2	ACES (after school activity)	\$43,628.40	\$2,181.42	\$45,809.82
CM22	M01, M02, M03, M04, M06, M07	Mullica	\$205,200.00	\$10,260.00	\$215,460.00
CM20A	M05, M08, M09, M10, M11, M12, M13, M14	Mullica	\$208,900.00	\$10,445.00	\$219,345.00

#### H. Facilities Use

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

Date	Time	Organization	Location	Fee
09/01/2022	1:00pm-3:30pm	Mullica PTA	Library Hallway	\$0
10/15/2022	8:00am-5:00pm	Mullica PTA	Playground, Baseball Field, Back of School & Bus Loop	\$0
09/14/2022, 11/02/2022, 01/11/2022, 04/05/2023, 06/07/2023	6:30pm-9:00pm	Mullica PTA	Library	\$0

Motion approved by roll call vote with Mrs. Werner voting no on item 11D.

## 12. COMMENTS FROM THE PUBLIC, BOARD AND STAFF ON GENERAL TOPICS

Mr. Leswing asked when he can see the health curriculum. Mr. Weber stated that it is on the website and that Mr. Sarraiocco can assist him.

## 13. INFORMATIONAL

### A. Next Board Meeting Date

The next board meeting is scheduled for **October 19, 2022**, at 6:30 PM for executive session and 7:00 PM for public session.

**B. PTA** – Mrs. Brownhill announced that the PTA is accepting donation for the October 15, 2022 yard sale. PTA yearly membership remains at \$5.00.

**C. MTEF** – Mr. Weber informed the Board that the MTEF will have a fundraiser at Playland Castaway Cove from 1-4PM on October 1, has awarded several teacher grants and continues the awards for Mullica graduates.

## 14. EXECUTIVE SESSION - None

## 9. ADJOURNMENT

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

Motion approved unanimously.

TIME: 7:30 PM

Respectfully submitted,

  
Karen Gfroehrer  
Business Administrator