

The Regular Meeting of the Board of Education of the Township of Mannington, County of Salem, New Jersey, was held at 7:00 pm on Tuesday, December 13, 2011.

Call to Order Mrs. Skwirut called the meeting to order at 7:00 p.m.

Pledge to Flag Mrs. Skwirut led the group in the pledge to the flag.

Mrs. Skwirut read the New Jersey Open Public Meetings Law. Notice of this meeting was published in the Today's Sunbeam, as well as posted in the Municipal Building and the Mannington Township School.

Roll Call Members Present: Mr. Buzby, Ms. Porter, Mr. Richman, Mrs. Richman and Mrs. Skwirut. Mrs. Ecret and Mrs. Van Dover – Excused  
Also Present: Dr. Loren Thomas, Superintendent, Mr. John Swain, Principal; Mrs. Donna Dolbow, Business Administrator/Board Secretary; members of the community attending on file in board office.

Audience Participation AUDIENCE PARTICIPATION – None.

Presentation PRESENTATION – Motion by Mr. Richman and seconded by Mrs. Richman that the Board of Education accept and approve the 2010-2011 Audit, CAFRA Management Report and Audit Synopsis as presented and discussed, noting there are no findings or recommendations and no corrective action plan is required. (Pages 4372-4373)

Principal's Report PRINCIPAL'S REPORT

1. 1<sup>st</sup> Marking Period Grades
2. 2<sup>nd</sup>/3<sup>rd</sup> Grade Power Point on Native Americans
3. Music – Thanksgiving Day Parade
4. CST Real Time presentation
5. Career Development Speaker for November
6. Salem County Vo-Tech Presentation
7. Solid Waste Recycling Assembly
8. Letters of Commendation
9. Newspaper Coverage
10. Thank you letter to Salem County Clean Communities.
11. Motion by Mr. Richman and seconded by Mr. Buzby that the Board of Education accepts the HIB monthly report with one reported suspected incident, investigated and unfounded, for November. (Report on file in Principal's office)

*Unanimously approved by voice vote. Motion carried.*

Correspondence CORRESPONDENCE

1. NJSBA letter confirming New Board Member Orientation training was completed by Eric Buzby.
2. SCVTS invitation to 8<sup>th</sup> grade students. (Page 4374)

Approval of Minutes APPROVAL OF MINUTES  
Motion by Mr. Richman and seconded by Mr. Buzby that the Board of Education approve the regular and executive meeting minutes of November 8, 2011.  
*Unanimously approved by voice vote. Motion carried.*

#### FINANCIAL

Motion by Mr. Richman and seconded by Mrs. Richman that the Board of Education approve the following items, 1-6:

1. Budget Summary Report
2. Board Secretary/Financial Certification

Board's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 4**, the Mannington Township Board of Education certifies that as of October 31, 2011 and after review of the Secretary's Monthly Financial Reports and the Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of **N.J.A.C. 6A:23A-16.10(a)1** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 3**, I certify that as of October 31, 2011, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Mannington Township Board of Education pursuant to **N.J.S.A. 18A:22-8.1** and **N.J.S.A. 18A:22-8.2** and no budgetary line item account has been over-expended in violation of **N.J.A.C. 6:23-16.10(a) 1**.

Financial Report – The financial report and the Board Secretary's report are in agreement for the month of October, 2011. (Pages 4375-4388)

Financial Report

3. Payroll and agency for November 2011 and December bills for payment. (Pages 4388-4391)  
*Mr. Richman abstain Warrant #2090; Mrs. Skwirut abstain Warrant #2095*

Payroll & Agency

4. NJSBAIG Bylaws – Resolution amending the Bylaws of New Jersey Schjool Board Association Insurance Group. (Page 4392)

NJSBAIG  
Bylaws

5. Budget Calendar – the tentative budget calendar for 2011-2012 as required by NJQSAC. (Page 4392)

Budget Calendar

6. Cafeteria Equipment – Sale of "old" cash register for \$100 and purchase of a battery back up from CCP at \$235. Cost covered by NJ Department of Agriculture Survey reimbursement.

Cafeteria  
Equipment

*Roll Call vote: Ayes (5) Mr. Buzby, Ms. Porter, Mr. Richman, Mrs. Richman and Mrs. Skwirut..*  
Nays (0) Abstain (0). Motion carried

BOARD OF EDUCATION BUSINESS

1. COMMITTEE REPORTS

- SHS meeting December 14, 2011.

Committee  
Reports

2. OLD BUSINESS

- Funding and grant for Direct Install/ARRA for Energy Efficiency and Conservation in November 2010 has been completed at a project valuation of \$12,850, total cost was covered by grant passed to District by Mannington Township.

Old Business

1. NEW BUSINESS – None.

New Business

SUPERINTENDENT'S REPORT

Motion by Mr. Richman and seconded by Mrs. Richman that the Board of Education approve the following items # 1-8:

Superintendent's  
Report

1. Personnel

Personnel

Support/Substitutes – Hire the following as substitute at the board approved rates:

- Aileen Westcott – Substitute Teacher.
- JoAnn Schultz – Substitute Teacher
- Dawn Michele Harris – Substitute Aide, Secretary, Teacher

2. Part-Time One-to-One Instructional Aide – Hire a one-to-one instructional aide, as per student I.E.P., effective January 3, 2012 through June 30, 2012. There are three (3) final candidates. The Board gives authorization for the Superintendent to hire for a start date of January 3, 2012 with final approval confirmed at the next Board meeting. Salary will be based on Step 1 of guide prorated to part-time and January – June.

Policy

3. Policy – approve the following policies:
  - #3530 Insurance and Indemnification (new policy – first reading)
  - #6142.4 Physical Education & Health (revision to existing policy)

Workshops

4. Workshops – approve the following professional workshop for the 2011-12 year:

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	(Anticipated) SUB COST
Livingstone	CD/Manual (in lieu of attendance)	Working w/challenging Parents		\$99	N/A	N/A
Allen, P.	New Brunswick, NJ	NJ Music Educators Conference	2/23/12-2/25/12	\$185	24.18	\$160
Williams	Mt. Laurel, NJ	SMART Notebook Interactive Whiteboard Training	2/7/12	\$224	26.76	\$80

Facilities Use Request

5. Facilities Use Request – approve the following facility use request:

ORG.	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
SHS Class of 1966 Reunion Committee	12/19/11, 1/23/12, 2/13/12, 3/12/12, 4/16/12, 5/14/12	7:00 – 9:00 p.m.	Library	Organizing Class Reunion	Sharon Kellum
Mannington Rec Assoc.	12/8, 12/13, 12/15, 12/21, 12/22/11	5:30 - 7:00 p.m.	Cafeteria	JV Girls' basketball practice	Donna Emel

Field trips

6. Field trips – the following educational field trips for the 2011-12 school year:

DATE	GRADE	# of STUD.	LOCATION	TEACHERS	PER STUD. COST	PAID BY	BUS COST	PAID BY	Anticipated SUB COST
12/20/11	8	16	Vo-Tech	Dyer	N/A	N/A	\$90	SCVTS	N/A

Transportation

7. Transportation – The Board approve the cost of the bus (\$50) for a previously approved field trip (did not have cost on approval previously) for the 8<sup>th</sup> grade to go to First Presbyterian Church, Broadway, Salem for a community service project.

NJQSAC Statement of Assurances

8. NJQSAC Statement of Assurances – Resolution of submission of the Statement of Assurances as part of the NJQSAC requirement. (Page 4393-4394)

*Roll Call vote: Ayes (5) Mr. Buzby, Ms. Porter, Mr. Richman, Mrs. Richman and Mrs. Skwirut.. Nays (0) Abstain (0). Motion carried*

FYI

**FOR YOUR INFORMATION**

1. School Report (Pages 4394-4395)
2. Instrument donation from Mrs. Dina Fogg.
3. NJDA – Refund check in the amount of \$250 for completing the Department’s commodity survey.

Motion by Mr. Richman seconded by Mrs. Richman that the board of Education accept the instrument donation from Mrs. Dina Fogg and the refund check from NJDA.  
*Unanimously approved by voice vote. Motion carried.*

## MANNINGTON TOWNSHIP BOARD OF EDUCATION MINUTES – December 13, 2011

AUDIENCE PARTICIPATION II – None

Audience  
Participation II

EXECUTIVE SESSION

Motion by Mr. Richman and seconded by Ms. Porter that the Board of Education adjourn by Resolution into Executive Session from which the general public is excluded at 7:48 to discuss student matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached.

Executive Session

*Roll Call vote: Ayes (5) Mr. Buzby, Ms. Porter, Mr. Richman, Mrs. Richman, and Mrs. Skwirut.  
Nays (0) Abstain (0). Motion carried.*

Motion by Mr. Richman and seconded by Ms. Porter that the Board of Education resume the public portion of the meeting at 8:08 p.m.

Resume Public  
Portion

*Unanimously approved by voice vote. Motion Carried*

Agreement – Resolution Conference – Motion by Mr. Buzby and seconded by Mrs. Richman to approve by Resolution the agreement of the Resolution Conference held on November 22, 2011 regarding the Emergent Request for Due Process for a special education student recently transferred into Mannington District.

Agreement –  
Resolution Conference

*Roll Call vote: Ayes (5) Mr. Buzby, Ms. Porter, Mr. Richman, Mrs. Richman and Mrs. Skwirut.  
Nays (0) Abstain (0). Motion carried*

Adjournment

ADJOURNMENT

Motion by Mr. Richman and seconded by Ms. Porter that the Board of Education meeting be adjourned at 8:12 p.m.

*Unanimously approved by voice vote. Motion Carried.*

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Donna Dolbow, Board Secretary