



**WEYMOUTH TOWNSHIP BOARD OF EDUCATION
REGULAR/SPECIAL MEETING**

AGENDA

1202 Eleventh Avenue
Dorothy, New Jersey

Date: June, 20, 2019
Time: 6:30 p.m.

A. CALL TO ORDER – Mr. Zebedies, President

B. ROLL CALL AND PLEDGE OF ALLEGIANCE

Daniel Ardito		Constance Anne Reymann	
Jaclyn Carugno		Teresa Seelman	
Patricia Doerr		Deborah Shurig	
Henry Goldsmith		Edward Zebedies	
Karin Mandradjieff			

Mary Lou DeFrancisco, Interim Superintendent
Patricia Palmieri, SBA/Board Secretary
William Cappuccio, Esq., Board Solicitor

C. SUNSHINE NOTICE – Patricia Palmieri, Secretary

D. PUBLIC COMMENT – LIMITED TO AGENDA ITEMS

E. CLOSED SESSION- For the purposes of Personnel *Motion/ All in Favor*

F. OPEN SESSION - *Motion/ All in Favor*

G. PRESENTATIONS -TBA

H. APPROVAL OF MINUTES

1. Minutes of the May 14, 2019 Special and Exec Meeting (Attachment #1)
2. Minutes of the May 16, 2019 Regular and Exec Meeting (Attachment #2)
3. Minutes of the May 28, 2019 Special and Exec Meeting (Attachment #3)

Motion/Roll Call

I. CORRESPONDENCE

1. County Approval Letter – DeFrancisco (Attachment #4)
2. County Approval Letter – Palmieri (Attachment #5)

J. PRESIDENT'S REPORT

To approve Mary Lou DeFrancisco, Interim Superintendent/Principal from June 10, 2019 to June 10, 2020, retroactively at a rate of \$500.00 per day, 3 days per week only to be paid for days worked, to include a \$50.00 stipend per month for cell phone use. No additional benefits to be paid. This contract has been approved by the Atlantic County Acting Executive County Superintendent of Schools. (Attachment #6)

Motion/Roll Call

K. COMMITTEES REPORTS

1. Negotiations
2. Finance/Facilities/Security
3. Policy
4. Curriculum/Instruction

L. BOARD OF EDUCATION COMMITTEE REPORTS

1. Buena Board of Education – no report at this time
2. Weymouth Township – Municipal
3. Mayor's Moment
4. H.S.A. Update

M. BUSINESS ADMINISTRATOR'S REPORT/BOARD SECRETARY REPORT

1. Informational Items

- a. After/Before School Care Financial Report(Attachment #7)
- b. Chapter 47 Disclosure – Repots of Awarded Contracts (Attachment #8)

2. Recommendations

- a. The certification of the Business Administrator that pursuant to NJAC 6A:23A:16.10(C)3, as of April 30, 2019, after review of the Secretary's monthly financial reports (revenue and appropriation sections), no major account of fund has been over-expended in violation of NJAC 23A:16:10(C)4, and there have been no changes in anticipated revenue sources and/or amounts so that sufficient funds may or may not be available to meet the district's financial obligations for the remainder of the fiscal year.

The Business Administrator recommends:

- b. Newfield National Bank be designated as the official depository for the Weymouth Township Board of Education, Atlantic County, and any other depositories approved by the State of New Jersey and that the following bank accounts are hereby approved for the deposit of school monies at Newfield National Bank for the 2019-2020 school year:

General Account	#8347	Food Service Account	#8016
Money Market Account	#8354	After School Care Account	#8057
Capital Reserve Account	#8362	Capital Projects Account	#8370
Student Activities Account	#7737	Payroll Account	#8040
Student Council Account	#1109	Payroll Agency Account	#8032
Flexible Spending Account	#8024		

Motion/Roll Call

- c. Approval of the following bank account signers for the Newfield National Bank accounts for the 2019-2020 school year:

- General Account (3 signatures required)
President or Vice President, Treasurer, & Board Secretary
- Money Market Account (3 signatures required)
President or Vice President, Treasurer, & Board Secretary
- Capital Reserve Account (3 signatures required)
President or Vice President, Treasurer, & Board Secretary
- Capital Projects Account (3 signatures required)
President or Vice President, Treasurer, & Board Secretary
- Payroll Account (2 signatures required)
Treasurer & Board Secretary
- Payroll Agency Account (2 signatures required)
Treasurer & Board Secretary
- Flexible Spending Account (2 signatures required)
Treasurer & Board Secretary
- Cafeteria Account (2 signatures required)
Treasurer & Board Secretary
- After School Care Account (2 signatures required)
Treasurer & Board Secretary
- Student Activity Account (2 signatures required)
Treasurer & Board Secretary
- Student Council Account (2 signatures required)
Treasurer & Board Secretary

Motion/Roll Call

- d. Payments Between Board Meetings

To approve Patricia Palmieri, Business Administrator, to make payments on behalf of the Board of Education when such payments ensure the health and safety of students and staff or ensure the orderly operation of the school for the 2019-2020 school year.

Motion/Roll Call

- e. Contract Awards

To approve Patricia Palmieri, Business Administrator, to award contracts up to the bid threshold of \$29,000 and to establish a quote threshold of \$4,350 for the 2019-2020 school year. (Attachment #9)

Motion/Roll Call

f. Wire Transfers

Approve the authorization of Patricia Palmieri, Business Administrator, to wire transfer funds between the Board of Education bank accounts as necessary for the 2019-2020 school year.

Motion/Roll Call

g. Bill List – June 20, 2019 (Attachment #10)

Motion/Roll Call

h. Bill List 2019-2020

To approve the payment of the following 2019-2020 bills on July 1, 2019:

- ACCASBO JIF 2019-2020 premium in the amount of \$18,158 (Attachment #11)
- Petty Cash in the amount of \$150.00

Motion/Roll Call

i. To approve IT Contractor Service agreement with Andrew Lopez for the 2019-2020 school year in the amount of \$8,000. Any materials purchased will be owned by the district. (Attachment #12)

Motion/Roll Call

j. To approve the 2019-2020 Shared Services Agreement for itinerant services with Cape May County Special Services. (Attachment #13)

Motion/Roll Call

k. To approve the automatic contract extension with TSA Consulting Group in order to provide compliance administration services for the District's 403b plans for the period of July 1, 2019 through June 30, 2020 in the amount of \$600.00. (Attachment #14)

Motion/Roll Call

l. To approve the ACCASBO JIF Surplus distribution for the 2019-2020 year in the form of a check in the amount of \$1,638 as detailed in the motion in attachment # 15.

Motion/Roll Call

m. To approve the 2019 -2020 contract of William S. Cappuccio, Board Solicitor, for \$5,000.00 which includes attendance at 12 meetings, plus \$140 per hour for additional work and \$200 per meeting for additional meetings held above the 12 included in the retainer amount. (Attachment # 16)

Motion/Roll Call

n. To approve the contract of Dr. Olabode Ogidan as school physician for \$1,100 for the 2019-2020 school year. (Attachment #17)

Motion/Roll Call

o. To approve the engagement letter and contract with Ford-Scott, LLC for the audit of the 2018-2019 school year in an amount not to exceed \$12,000. (Attachment #18)

Motion/Roll Call

p. To approve the 2019-2020 Payroll Schedule. (Attachment #19)

Motion/Roll Call

q. To approve the 2019-2020 Staffing Agreement with Wright Choice for substitute nurses. (Attachment #20)

Motion/Roll Call

r. To approve the 2019-2020 contract with McGowan LLC for well water compliance management in the amount of \$2,400.00. (Attachment #21)

Motion/Roll Call

s. To approve the Out of District Pre School tuition rate for the 2019-2020 school year in the amount of \$4,500.00.

Motion/Roll Call

t. To approve the 2019-2020 tuition contract with Buena Regional School District as follows: (Attachment #22)

High School Students 21 @ \$14,000	\$294,000
17-18 HS Tuition Adj	47,300
Special Education Students 8 @ \$ 20,410	163,280
17-18 Special Education Adj	51,088
Total	\$555,668

Motion/Roll Call

- u. To approve the 2019-2020 extended school year program for:
- ACSSSD – 5 Students @ \$2,200 not including transportation
 - LCMR – 1 student @ \$7,644 plus not including transportation
 - Hamilton – 1 student @ \$3,600 not including transportation

Motion/Roll Call

- v. It is recommended that the Board approve the following financial reports:
1. Treasurer's Report for the month of April 2019. (Attachment #23)
 2. Board Secretary's Reports for the month of April 2019. (Attachment #24)
 3. Transfer Report for the month of April 2019 (Attachment #25)
 4. NutriServe Financials for the month of May 2019 (Attachment #26)

Motion/Roll Call

3. APPOINTMENT OF PROFESSIONALS

Be it resolved, by the Board of Education of Weymouth Township, County of Atlantic, that William S. Cappuccio be and is hereby appointed Board Solicitor for the period July 1, 2019 through June 30, 2020.

Be it resolved, by the Board of Education of Weymouth Township, County of Atlantic, that Debra D'Amore be and is hereby appointed Treasurer of School Monies for the period July 1, 2019 through June 30, 2020.

Be it resolved, by the Board of Education of Weymouth Township, County of Atlantic, that ACCASBO JIF be and is hereby appointed Insurance Broker for the period July 1, 2019 through June 30, 2020.

Be it resolved, by the Board of Education of Weymouth Township, County of Atlantic, that Glenn Insurance is hereby appointed Risk Management Consultant for the period July 1, 2019 through June 30, 2020.

Be it resolved, by the Board of Education of Weymouth Township, County of Atlantic, that Ford-Scott and Associates is hereby appointed Auditor for the period July 1, 2019 through June 30, 2020.

Be it resolved, by the Board of Education of Weymouth Township, County of Atlantic, that Allen and Associates is hereby appointed Insurance Broker for the period July 1, 2019 through June 30, 2020.

Be it resolved, by the Board of Education of Weymouth Township, County of Atlantic, that Dr. Olabode Ogidan is hereby appointed School Physician for the period July 1, 2019 through June 30, 2020.

Motion/Roll Call

4. ESTABLISHMENT OF PETTY CASH FUND

Approve the establishment of a petty cash fund for \$150.00 for the 2019-2020 school year.

Motion/Roll Call

5. BUSINESS AND OPERATIONS

A. Tax Shelters/Annuity Companies

Approve employee deductions from employees' paychecks for the following tax shelters/annuity companies for the 2019-2020 school year:

Tax Shelters

- MetLife
- Lincoln Investments

Disability Insurance

- AFLAC
- Prudential
- Teacher's Protective

Motion/Roll Call

B. Records

Approve collection of mandated and permitted pupil records as per N.J.A.C. 6A:32-7 for the 2019-2020 school year.

Motion/Roll Call

C. Bargaining Unit

Approve the Weymouth Township Education Association as the bargaining unit for the 2019-2020 school year.

Motion/Roll Call

D. Chart of Accounts

Approve the NJ Minimum Standard Chart of Accounts for Schools for the 2019-2020 school year. (Attachment # 27)

Motion/Roll Call

6. APPROVAL OF TAX LEVY PAYMENTS

Approve the following schedule of tax levy payments for 2019-2020

General fund payments are due bi- monthly, beginning July 2019

Debt Service Fund Payment is due July 2019

Motion/Roll Call

N. ACTING SUPERINTENDENT/ADMINISTRATOR'S REPORT – Helene Fullmer

1. Informational Items

a. Enrollment as of 05/31/19

Grade	PreK	K	1	2	3	4	5	6	7	8	Total
Enroll	18	20	10	14	21	13	19	16	19	16	166

b. Student Suspensions as of 05/31/19

# of Suspensions	# of Days
0	0

c. Safety Drills as of 05/31/19

Type of Drill	Fire	Bus Evac
Date	05/15/19	05/07/19
Time	2:15 pm	8:20 am
Duration	3 min 14 sec	10 mins

d. HIB Report as of 06/20/19

Grade	HIB Yes/No	Disposition
5	No	Small group social skills for a minimum of 4 weeks beginning in the 2019-2020 school year.

O. INTERIM SUPERINTENDENT REPORT – Mary Lou DeFrancisco

1. Informational Items

2. Recommendations

A. Personnel

The Interim Superintendent recommends the Board approve the following:

- ii. To approve Patricia Palmieri, Business Administrator for 2019-2020, at a salary of \$84,660, to include a \$75.00 stipend per month for cell phone. This contract has been approved by the Atlantic County Acting Executive County Superintendent of Schools. (Attachment #28)

Motion/Roll Call

- iii. To approve the appointment of the tenured staff for the 2019-2020 school year as presented in attachment #29.

Motion/Roll Call

- iv. To approve the appointment of noncertified staff for the 2019-2020 school year as presented in attachment #30.

Motion/Roll Call

- v. To approve the Co-Curricular stipends for the 2019-2020 school year as presented in attachment # 31.

Motion/Roll Call

- vi. To approve the Homebound Instructors for the 2019-2020 school year as presented in attachment #32.

Motion/Roll Call

- vii. To approve the 2019 – 2020 summer hours contract for the following staff:

1 – Ozzie Rodriguez, Part Time Bus Driver, from June 25th to August 8th, 4.5 hours per day for a total of 26 days at a rate of \$15.30 per hour..

2 - Alicia Schwarzenbach – Part Time Black Seal Custodian, from July 1 to August 30, 7 hours per day for a total of 36 days at a rate of \$15.81 per hour.

Motion/Roll Call

- viii. To approve the carryover vacation time for the non-represented staff from the 2018-2019 school year less any days used through June 30, 2019 as listed in attachment #33.

Motion/Roll Call

- ix. To approve 2019-2020 summer hours for the Child Study Team – Jeri Mounier not to exceed 10 hours.

Motion/Roll Call

- x. To approve 2019-2020 summer hours for the Health Office/Nurse – Alice Wheaton not to exceed 40 hours. Funded in part by ESSA funds.

Motion/Roll Call

- xi. To approve a maximum of 48 hours of curriculum revision and writing for the staff as listed in attachment #34, at a rate of \$32.00 per hour not to exceed \$1,536 funded by ESSA.

Motion/Roll Call

- xii. To approve the 2019-2020 Summer Enrichment Math Program from August 19th to August 30th, 3 days per week for 4 hours per day, facilitated by Michelle Salvucci and Justyna Smith at a rate of \$32.00 per hour, not to exceed \$1500.00, funded through local budget.

Motion/Roll Call

- xiii. To approve the 2019-2020 Substitute List pending any remaining paperwork and county approvals. (Attachment #35)

Motion/Roll Call

- xiv. To accept the resignation letter from Richard Doppler, Instructional Aide effective July 1, 2019. (Attachment #36)

Motion/Roll Call

B. Staff Appointments

To approve the designated staff to serve in the following areas for the 2019-2020 school year:

504 Officer – Alice Wheaton
ADA Compliance Officer – Mary Lou DeFrancisco
Affirmative Action Officer – Helene Fullmer
Asbestos Management Officer – Ken Merlock
Chemical Hygiene Officer – Dana Nelson
Custodian of Records (OPRA) – Patricia Palmieri
District Anti-Bullying Coordinator – Helene Fullmer
District Liaison for Missing and Abused Children – Mary Lou DeFrancisco
Homeless Education Liaison – Alice Wheaton
Indoor Air Quality Designee – Ken Merlock
Integrated Pest Management Coordinator – Ken Merlock
Public Agency Compliance Officer – Patricia Palmieri
Purchasing Agent – Patricia Palmieri
Right to Know Officer – Ken Merlock
Safety and Health Designee – Ken Merlock
School Anti-Bullying Specialist – Alice Wheaton

Motion/Roll Call

C. Grants

- i. To approve to write the Elementary and Secondary Education Grant (ESEA) for the 2019-2020 school year as follows: (Attachment # 37)

Title IA	\$53,773
Title IIA	6,915
Title IV	<u>10,000</u>
	\$70,688

Motion/Roll Call

- ii. To approve the submission of the Federal Individuals with Disabilities Education Act (IDEA) application for the 2019-2020 fiscal year and acceptance of the grant award as follows: (Attachment #38)

IDEA Basic	\$66,847
IDEA Preschool	<u>2,929</u>
	\$69,776

Motion/Roll Call

D. Summer Hours

- i. To approve the school operational schedule of Monday thru Thursday beginning June 24, 2019 ending August 30, 2019 with exceptions as needed.

Motion/All in Favor

P. PUBLIC COMMENT- AGENDA ITEMS OR ANY OTHER BOARD OF EDUCATION BUSINESS

Q. OLD BUSINESS

R. NEW BUSINESS

S. CLOSED SESSION- For the purposes of Litigation/Student Matters *Motion/ All in Favor*

T. OPEN SESSION *Motion/ All in Favor*

U. ADJOURNMENT *Motion/All In Favor*

Regular Meeting – Thursday, July 18, 2019 at 6:30 pm