WEYMOUTH TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
AGENDA
1202 Eleventh Avenue
Dorothy, New Jersey

Date: June 14, 2018
Time: 6:30 p.m.

A. CALL TO ORDER – Mr. Zebedies, President

B. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

Dr. John B. Alfieri , Chief School Administrator
Patricia Palmieri, SBA/Board Secretary
William Cappuccio, Esq., Board Solicitor

C. SUNSHINE NOTICE – Patricia Palmieri, Secretary

D. APPROVAL OF MINUTES
1. Minutes of the May 17, 2018 Regular and Executive Meeting (Attachment #1)

Motion/Roll Call

E. CORRESPONDENCE
1. Letter from Caitlin Laskow (Attachment #2)
2. Letter from Division of Early Childhood Education (Attachment #3)

F. PRESIDENT'S REPORT

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

H. BOARD OF EDUCATION COMMITTEE REPORTS
1. Buena Board of Education
2. Weymouth Township – Municipal
3. Mayor's Moment
4. H.S.A. Update

I. PUBLIC COMMENT – LIMITED TO AGENDA ITEMS ONLY

J. CLOSED SESSION – for purposes of discussing Negotiations.

K. Motion to approve the Collective Bargaining Agreement between Weymouth Township Board of Education and the Weymouth Township Education Association for the period of 2018-2021. (Attachment #4)

Motion/Roll Call

L. Motion to approve the Salary Guide recommended by the Weymouth Township Education Association for the 2018-2021 contract period. (Attachment #5)

Motion/Roll Call

M. SUPERINTENDENT'S REPORT – Dr. John B. Alfieri, Superintendent

1. Informational Matters

A. Enrollment as of 05/31/18

Grade	PreK	K	1	2	3	4	5	6	7	8	Total
Enroll	18	12	16	21	11	20	13	17	16	12	156

B. Student Suspensions as of 05/31/18

# of Suspensions	# of Days
4	6

C. Safety Drills as of 05/31/18

Type of Drill	Fire	Lockdown
Date	5/29/18	5/23/18
Time	9:50 am	1:20 pm
Duration	1 minute 24 sec	39 seconds

2. Recommendations

A. Policy

Recommend second reading and approval of Policy # 4111, Instructional Personnel, Recruitment, Selection and Hiring in accordance with State Law. (Attachment #6***)***

Motion/Roll Call

B. Personnel

i. To accept Caitlin Laskow's letter for purposes of resignation as of July 1, 2018. (Attachment #7)

Motion/Roll Call

ii. To rescind the letter of resignation, for the purposes of retirement, from Alice Wheaton for the 2018 -2019 school year.

Motion/Roll Call

iii. To approve the Superintendent's salary for the school year 2018-2019 in the amount of $110,000 plus one qualitative merit goal to be approved by County ECS.

Motion/Roll Call

iv. To approve the 2018-2019 contract renewal for Patricia Palmieri, Business Administrator/Board Secretary in the amount of $83,000 pending County approval and one $2,000 merit goal to be approved by the County ECS. (Attachment #8)

Motion/Roll Call

v. Appointment of Certificated Staff for the 2018-2019 school year(Attachment #9)

Motion/Roll Call

vi. Motion to approve Alicia Schwarzenbach, as part time custodian for summer hours - Tuesday, Wednesday, Thursday 6 hours per day, from June 26, 2018 through August 30, 2018, at a rate of $14.00 per hour.

Motion/Roll Call

vii. To approve Ozzie Rodriguez for bus driver at a rate of $15.00 per hour for the Extended School Year Program for Lower Cape May Regional Student for Tuesday, Wednesday and Thursday from June 26, 2018 to August 2, 2018.

Motion/Roll Call

viii. Approval of tuition reimbursement for Justyna Lychacz Smith for the following courses: Survey of Mild Learning Disabilities, a requirement for an MA in Special Education. The cost is $1,950.00. (Attachment # 9b)

Motion/Roll Call

ix. To approve payout of unused sick leave for Meg Sundberg for the purposes of retirement from the district, in the amount of $8,500 per the Collective Bargaining Agreement. (Attachment # 9c)

Motion/Roll Call

x. To approve the carry- over of vacation days from the 2017-2018 school year, less any days used through 6/30/18. (Attachment #10):

Motion/Roll Call

xi. To approve the final version of the 2018- 2019 school year Calendar. (Attachment #11)

Motion/Roll Call

C. Donations

i. To accept the donation from Adobe. The donation includes 45 lifetime licenses for Adobe Photoshop and Premier Elements, which have a retail value of $99 per license. Also included are a handful of supplemental licenses for Adobe presenter, Adobe captivate, and Adobe sign. The total value of the donation is over $5,000. (Attachment #11adobe)

Motion/Roll Call

D. School District Officials

To approve the following school district officials for the 2018-2019 school year:

Board Secretary – Patricia Palmieri
Purchasing Agent – Patricia Palmieri
Public Agency Compliance Officer – Patricia Palmieri
Custodian of Records (OPRA) – Patricia Palmieri
504 Officer – Alice Wheaton
ADA Compliance Officer – Dr. John B. Alfieri
Homeless Education Liaison – Dr. John B. Alfieri
Affirmative Action Officer – Helene Fullmer
District Liaison for Missing and Abused Children –Dr. John B. Alfieri
District Anti-Bullying Coordinator – Helene Fullmer
School Anti-Bullying Specialist – Alice Wheaton
Integrated Pest Management Coordinator – Ken Merlock
Indoor Air Quality Designee – Ken Merlock
Asbestos Management Officer – Ken Merlock
Safety and Heath Designee – Ken Merlock
Chemical Hygiene Officer – Karyn Treibley
Right to Know Officer – Ken Merlock

Motion/Roll Call

N. 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, 2018 through June 30, 2019.

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, 2018 through June 30, 2019.

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, 2018 through June 30, 2019.

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, 2018 through June 30, 2019.

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, 2018 through June 30, 2019.

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, 2018 through June 30, 2019.

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, 2018 through June 30, 2019.
(Attachment #11a)

Motion/Roll Call

O. ESTABLISHMENT OF PETTY CASH FUND

Approve the establishment of a petty cash fund for $150.00 for the 2018-2019 school year.

Motion/Roll Call

P. BUSINESS AND OPERATIONS

A. Tax Shelters/Annuity Companies

Approve employee deductions from employees' paychecks for the following tax shelters/annuity companies for the 2018-2019 school year:

Tax Shelters

- AXA
- MetLife
- Lincoln Investments
- Aspire Financial Services

Disability Insurance

- AFLAC
- American General
- Prudential
- Teacher's Protective

B. Records

Approve collection of mandated and permitted pupil records as per N.J.A.C. 6A:32-7 for the 2018-2019 school year.

C. Bargaining Unit

Approve the Weymouth Township Education Association as the bargaining unit for the 2018-2019 school year.

D. Chart of Accounts

Approve the NJ Minimum Standard Chart of Accounts for Schools for the 2018-2019 school year.

Motion/Roll Call

Q. APPROVAL OF TAX LEVY PAYMENTS

Approve the following schedule of tax levy payments for 2018-2019

General fund payments are due bi- monthly, beginning July 2018
Debt Service Fund Payment is due July 2018

Motion/Roll Call

R. BUSINESS ADMINISTRATOR'S REPORT

1. Informational Items

2. Recommendations

a. The certification of the Business Administrator that pursuant to NJAC 6A:23A:16.10(C)3, as of April 30, 2018, 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 are 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 2018-2019 school year:

General Account	#8347	Food Service Account	#8016
Money Market Account	#8354	AfterSchool 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 2018-2019 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)
  Chief School Administrator & Board Secretary
- Cafeteria Account (2 signatures required)
  Chief School Administrator & Board Secretary
- After School Care Account (2 signatures required)
  Chief School Administrator & Board Secretary
- Student Activity Account (2 signatures required)
  Chief School Administrator & Board Secretary
- Student Council Account (2 signatures required)
  Program Director & Board Secretary

Motion/Roll Call

d. Payments Between Board Meetings

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 2018-2019 school year.

Motion/Roll Call

e. Contract Awards

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 2018-2019 school year. (Attachment 11c)

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 2018-2019 school year.

Motion/Roll Call

g. Bill List – June 14, 2018 (Attachment #12)

Motion/Roll Call

h. Approve IT Contractor Service and Project Agreement with Andrew Lopez , owner Connect IT, for fiber drops to expand infrastructure for camera and security in the amount not to exceed $5,760.00. Most of the materials to be purchased by the district and all materials will be owned by the district. Work to be completed during summer break (Attachment #13)

Motion/Roll Call

i. To approve the 2018-2019 Shared Services Agreement for itinerant services with Cape May County Special Services. (Attachment #14)

Motion/Roll Call

j. 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, 2018 through June 30, 2019 in the amount of $600.00. (Attachment # 15***)***

Motion/Roll Call

k. To approve the ACCASBO JIF Surplus distribution for the 2013-2014 year in the form of a credit on the current contribution owed for 2018-2109. (Attachment # 16***)***

Motion/Roll Call

l. To approve the contract of William S. Cappuccio, Board Solicitor, for $5,000.00 (plus rates for additional work or meetings) for the 2018-2019 school year. (Attachment #17)

Motion/Roll Call

m. To approve the services of Dr. Olabode Ogidan as school physician for $1,100 for the 2018-2019 school year.

Motion/Roll Call

n. To approve the contract with Wright Choice for Home Health Care for substitute nursing services for the 2018-2019 school year at a rate of $46.00 per hour for a registered nurse. (Attachment #19)

Motion/Roll Call

o. To approve Nutri-Serve Food Management, Inc. as the food service management company for the 2018-2019 school year in the amount of $9,540.00. (Attachment # 20)

Motion/Roll Call

p. To approve the payment of the following 2018-2019 bills on July 1, 2018:

- ACCASBO JIF 2018-2019 premium in the amount of $18,158 (Attachment #21)
- Petty Cash in the amount of $150.00

Motion/Roll Call

q. To approve the 2018-2019 Payroll Schedule. (Attachment # 20a)

Motion/Roll Call

3. <u>BOARD SECRETARY REPORT</u>

a. It is recommended that the Board approve the following financial reports:

1. Treasurer's Report for the month of April 2018. (Attachment #22)
2. Board Secretary's Reports for the month of April 2018 (Attachment #23)
3. Monthly Transfer Status Report & Line-Item Transfer List for the month of April 2018. (Attachment #24)
4. NutriServ Financials for the month of May 2018 (Attachment #25)

Motion/Roll Call

b. Tuition Contract with Buena Regional School District for the 2018-2019 school year in the amount of $460,340.80 as follows : 2018-2019 tuition $406,000 and 2016-2017 tuition adjustment $54,340.80. (Attachment #26)

Motion/Roll Call

c. Special Education Tuition Contract with Buena Regional School District for the 2018-2019 school year in the amount of $94,895.60 as follows: 2018-2019 tuition $82,000 and 2016-2017 tuition adjustment $12,895.60. (Attachment #27)

Motion/Roll Call

d. To approve funds to be determined at a later date to be dedicated to the Maintenance Reserve and Capital Reserve for the year 2017-2018 based on the recommendation and review of the auditing firm of Ford-Scott and Associates.

Motion/Roll Call

4. <u>PUBLIC COMMENT</u>- AGENDA ITEMS OR ANY OTHER BOARD OF EDUCATION BUSINESS

5. <u>OLD BUSINESS</u>

6. <u>NEW BUSINESS</u>

- Bill S2

7. <u>CLOSED SESSION</u>- For the purpose of discussing Litigation/HIB

Motion/All in Favor

8. <u>OPEN SESSION</u>

Motion/All in Favor

9. <u>HIB</u>

Motion to accept HIB. (Attachment #28)

Motion/All in Favor

10. <u>ADJOURNMENT</u>

Motion/All in Favor

Next meeting - Thursday July 19, 2018 at 6:30pm