

**MANVILLE BOARD OF EDUCATION
MANVILLE, NEW JERSEY**

MINUTES– REGULAR MEETING

May 12, 2020 – 7:00 PM – Virtual Meeting

<https://us02web.zoom.us/j/85689294672?pwd=L01PMDZrODFjbGtXK1pxR0grU09SZz09>

A meeting of the Board of Education will be held this day as a Virtual Meeting. The order of business and agenda for the meeting are:

I. CALL TO ORDER – Board of Education President Heidi Zangara - 7:07PM

II. OPEN PUBLIC MEETING STATEMENT – Ms. Zangara

According to provisions of C231, P.L. of 1975, proper notice of this meeting was made on January 10, 2020, by mail to the Borough Clerk and official newspapers and was posted in the Board of Education office.

III. ROLL CALL

Present: Kelly Harabin, Sharon Liszczak, Jeanne Lombardino, Sharon Lukac, Ned Panfile, Louis Petzinger, Heidi Zangara

Also Present: Robert Beers, Superintendent; Jamil Maroun, Assistant Superintendent; Allison Bogart, School Business Administrator/Board Secretary

Absent: Branden Agans, Josephine Pschar

IV. PLEDGE OF ALLEGIANCE, MOMENT OF REFLECTION AND READING OF MISSION STATEMENT

We believe in the potential of our students, the ability of our teachers and administrators, and the support of our parents and community. Every child. Every day.

V. APPROVAL OF MINUTES – RESOLVED, the Board of Education approves the Regular and Executive Minutes of the following meeting: April 28, 2020

Mrs. Zangara made motion to approve the Minutes. The motion was seconded by Mrs. Liszczak and approved by unanimous voice vote.

VI. SUPERINTENDENT’S REPORT & PRESENTATIONS – Mr. Robert Beers

- Update on District’s Long Range Plan – Mr. Beers reviewed the District Long Range Plan and defined the progress that has been made and where we stand with each district goal.
- Overview of the Superintendent’s Evaluation Process – Mrs. Zangara reviewed the Superintendent Evaluation process with the Board. A timeline was reviewed and the Board Members should expect an email later this week to formally begin the process.
- Graduation – Mr. Beers gave an update on the current requirements to hold all graduations virtually. The district has a few special surprises lined up for the students and we will do our best to celebrate them while following the guidelines given by our governor.

- VII. PUBLIC COMMENT** – Ms. Zangara will invite questions and comments from the public on agenda items. Comments are limited to three minutes per speaker. Individuals wishing to speak must state their name and address. All statements and/or questions shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect, for the dignity and privacy rights of others whose legal rights may be affected.

At 7:40pm Mrs. Zangara moved that the meeting be opened to the public. The motion was seconded by Mrs. Harabin and approved by unanimous voice vote. Mrs. Zangara invited questions and comments from the public.

There were no comments from the public.

At 7:41pm Mrs. Zangara motioned to close the meeting to the public. The motion was seconded by Mrs. Lombardino and approved by unanimous voice vote.

VIII. COMMITTEE REPORTS:

A. Policy Committee: Branden Agans, *Chairperson*

Mrs. Zangara reported on behalf of Mr. Agans who had a work obligation as a frontline employee during Covid-19. There was a meeting earlier this evening where several revisions were discussed. The items will be shared with the full board for a first reading at the next Board Meeting.

B. Curriculum and Instruction Committee (Student Activities): Sharon Liszczak, *Chairperson*

Mrs. Liszczak reported that the next meeting is scheduled for June 23rd and moved Items B1 through B4 as follows:

B-1 RESOLVED, the Board of Education approves the following position for Kindergarten Orientation at Weston Elementary School:

Position	Program	Compensation	Dates	Source
One (1) Staff Member	Graduation Video Preparation/Production MHS	Not to exceed forty (40) Hours @ \$30 per hour	May – June 2020	11-000-252-330-500-000-000

B-2 RESOLVED, the Board of Education approves the following Professional Development positions for May 15 with staff as indicated:

Position	Program	Compensation	Effective Dates	Source
Up to Fifteen (15) Teachers to Provide /Lead Professional Development	Provide Professional Development for the May 15 Professional Development Workshops	Up to Three (3) Hours including planning time @ \$25 Per Hour Not to Exceed \$75 each	May 2020	11-000-223-320-500-000-000

B-3 RESOLVED, the Board of Education approves the Verification of Partnership and School Collaboration between Manville Public Schools and Middle Earth to support the 21st Century Community Learning Center (CCLC).

**B-4 Resolution Opposing Senate Bill 2392/Assembly Bill 3969
Legislation Affecting Transmission of Property Tax Revenue to School Districts**

WHEREAS, Senate Bill 2392 and Assembly Bill 3969, currently pending in the state Legislature, would authorize the Department of Community Affairs to permit municipalities to delay or alter the transmission of property tax revenue to school districts during gubernatorial-declared emergencies; and

WHEREAS, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

WHEREAS, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

WHEREAS, delaying or altering the transmission of property tax revenue from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process; and

WHEREAS, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote instruction and, therefore, continued timely transmission of all property tax revenue due to the school district is critical for the educational process to continue without interruption; and

WHEREAS, under our state's current structure, municipalities are designated as the authorities to collect property taxes, but those taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

WHEREAS, municipal governing bodies are empowered under current law to borrow in order to ensure that full payments to school districts are made;

WHEREAS, the Manville Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes that this legislation would only worsen the situation for our communities; and

WHEREAS, while S-2392/A-3969 would require a municipality to pay a percentage of the revenue due to a school district based on consultation between the state Departments of Community Affairs and Education, the amount of taxes collected at the time and the financial condition of the municipality and school district, it does not address subsequent payment to the school district to make up the full shortfall amount; and

WHEREAS, as currently written, S-2392/A-3969, which is designed to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve.

NOW, THEREFORE, BE IT RESOLVED that the Manville Board of Education urges the State Legislature and Governor to oppose S-2392/A-3969; and be it further

RESOLVED, that this resolution be delivered to Governor Philip D. Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin, and the 16th Legislative District's representatives in the state Senate and General Assembly; and be it further

RESOLVED, that a copy of this resolution be forwarded to the New Jersey School Boards Association.

Mrs. Zangara explained what item B-4 is about and it was necessary to have it on the agenda as the passing of this legislation would cause major financial issues for the school district. We would be unable to meet our obligations, including payroll if something like this were to be enacted.

The motion was seconded by Mrs. Lombardino and approved by roll call vote as follows:

AYES: Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs. Lukac, Mr. Panfile, Mr. Petzinger and Mrs. Zangara

ABSENT: Mr. Agans, Mrs. Pschar

C. Negotiations Committee: Heidi Zangara, *Chairperson*

Mrs. Zangara reported that she will be sharing information on the status in Executive Session, but things are going very well and the Teachers Association is showing that they are ready and willing to bargain.

D. Personnel

WHEREAS the Superintendent of Schools has recommended certain appointments, payments, and leaves of absence, now, therefore be it

Mrs. Zangara moved Items D1 through D11 as follows:

D-1 RESOLVED, the Board of Education approves the following Leaves of Absence, Resignations and Retirements:

Name	Position	Action	Effective Date
Daniel Oliveira	Chemistry Teacher MHS	Resignation	June 30, 2020
Susan Anderson	Secretary to Director of Special Services	Retirement	July 1, 2020
Kerin Roberts	Language Arts Teacher ABIS	Maternity Disability Paid Leave of Absence Followed by an Unpaid Leave of Absence in Accordance with the NJFLA	On or about August 31, 2020 – January 18, 2021
Melissa Leitner	Social Studies Teacher ABIS	Maternity Disability Paid Leave of Absence Followed by an Unpaid Leave of Absence in Accordance with the NJFLA	On or about September 1, 2020 – December 31, 2020* <i>*Revised Dates</i>
Danielle O'Donnell	Office Aide – PT Weston	Maternity Disability Paid Leave of Absence Followed by an Unpaid Leave of Absence in Accordance with the NJFLA	On or about June 15, 2020 – November 20, 2020

D-2 RESOLVED, the Board of Education employs the following person in the position and with terms as stated pending satisfactory completion of employment requirements:

Name	Position	Certificate	Compensation	Effective Dates
Tatianna McBride	Director of PreK-4 Education	CE Principal	\$120,000	2020-2021 School Year
Marcie Varona	School Nurse Weston School	Standard School Nurse	\$80,920	2020-2021 School Year
Lindsay Sanford	Grade 2 Teacher Weston School	CEAS* Elementary Education, K-6 <i>Pending Issuance</i>	MA, Step 4 \$56,680	2020-2021 School Year
Guy Ratki	Grade 3 Teacher Roosevelt School	Provisional Elementary Education, K-6	MA, Step 2 \$56,180	2020-2021 School Year

Joshua Kalmikoff	ELA Teacher <i>Maternity Leave Replacement for Kerin Roberts ABIS</i>	Standard Elementary School with Subject Matter Specialization: Language Arts/ Literacy in Grades 5 - 8	BA, Step 6 \$54,865, <i>pro-rated</i>	On or about September 1, 2020 – January 18, 2021
Corrine Petersen	Special Education Teacher Roosevelt School	CEAS* Teacher of Students w Disabilities CEAS* Elementary Education, K-5 <i>Pending Issuance</i>	MA, Step 4 \$56,680	2020-2021 School Year

D-3 RESOLVED, the Board of Education approves the following staff members as Mentors for Provisional Certificated Staff:

Mentor Name	Mentee/Position	Compensation	Effective Dates
Frederick McCarrick	Mentor for Carly Hydrusko Art Teacher <i>(Maternity Leave Replacement)</i> Manville High School	Mentor Stipend to be paid by Mentee	April 29, 2020 – October 4, 2020

D-4 RESOLVED, the Board of Education approves the student listed below as a Student Teacher in the Manville School District at Weston School during the 2020 – 2021 School Year as follows:

Name	College/University	Student Teaching Period	School
Rachel Stoddard	Rider University	September 9, 2020 – December 17, 2020	Weston
Samantha Hess	Centenary University	January 13, 2021 – April 30, 2021	Roosevelt

D-5 RESOLVED, the Board of Education approves the student listed below to Complete Clinical Field Experience and Internship in the Manville School District during the 2020 – 2021 School Year as follows:

Name	College/University	Observation Period	School
Samantha Hess	Centenary University	August 31, 2020 – December 18, 2020 Two (2) Full Days or Four (4) Half Days Per week	Roosevelt

D-6 RESOLVED, the Board of Education approves the following staff members in the positions with terms as stated:

Name	Position	Compensation	Effective Dates
Jesse Michalski	Graduation Video Preparation/Production	Not to exceed forty (40) hours @ \$30 per hour	May – June 2020

D-7 RESOLVED, the Superintendent recommends that non-tenured staff members be awarded contracts for the 2020-2021 school year as designated on attached Addendum I.

- D-8** RESOLVED, the Superintendent recommends the employment of the tenured staff members for the 2020-2021 school year as designated on attached Addendum II.
- D-9** RESOLVED, the Superintendent recommends that Annual Contracts be awarded for the 2020 – 2021 school year to the staff members designated on attached Addendum III.
- D-10** RESOLVED, the Superintendent recommends the contract renewal for the 2020 – 2021 school year for Dr. Jamil Maroun, Assistant Superintendent of Curriculum and Instruction, which received approval from the Executive County Superintendent on April 30, 2020.
- D-11** RESOLVED, the Superintendent recommends the contract renewal for the 2020 – 2021 school year for Allison Bogart, Business Administrator/Board Secretary, which received approval from the Executive County Superintendent on April 30, 2020.

The motion was seconded by Mrs. Liszczak and approved by roll call vote as follows:

AYES: Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs. Lukac, Mr. Panfile, Mr. Petzinger and Mrs. Zangara

ABSENT: Mr. Agans, Mrs. Pschar

PUBLIC COMMENT REGARDING SUPERINTENDENT'S CONTRACT – Ms. Zangara will invite questions and comments from the public on agenda items. Comments are limited to three minutes per speaker. Individuals wishing to speak must state their name and address. All statements and/or questions shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect, for the dignity and privacy rights of others whose legal rights may be affected.

At 7:49pm Mrs. Zangara moved that the meeting be opened to the public for a Public Hearing Regarding the Superintendents Contract. The motion was seconded by Mr. Petzinger and approved by unanimous voice vote. Mrs. Zangara invited questions and comments from the public.

Mr. Kenyon
952 Heron Ave
Manville, NJ

Mr. Kenyon commented yes, we should definitely approve Mr. Beers contract.

At 7:49pm Mrs. Zangara motioned to close the meeting to the public. The motion was seconded by Mrs. Lombardino and approved by unanimous voice vote.

Mrs. Zangara moved Items D12 as follows:

- D-12** BE IT RESOLVED, that the existing employment contract between the Manville Board of Education and Robert Beers, Superintendent of Schools, is hereby rescinded by mutual agreement as of June 30, 2020;

BE IT FURTHER RESOLVED, that Robert Beers is hereby reappointed as Superintendent of Schools for the period July 1, 2020 through June 30, 2024, an initial annual salary of \$190,000 for the 2020-2021 school year, pursuant to terms of a written employment agreement that has been approved by the Executive County Superintendent of Schools, and that the Board President be authorized to execute that employment agreement.

Mrs. Zangara commented the following:

- This is new contract that starts on 7/1/2020
- It was a restructuring of the financial agreement moving funds to base salary instead of merit goals. We were able to do this now that the rules changed and there is no longer a Superintendent Salary Cap.
- This contract reflects a base rate of pay that is closer to what someone in Mr. Beers' position should be making and they are happy to be extending this new contract for the next four years.

Mr. Beers thanked the Board for working with him through the negotiations process. The commitment to the district and to building our Administrative Team is very much appreciated and he looks forward to continuing his time here in Manville.

The motion was seconded by Mrs. Liszczak and approved by roll call vote as follows:

AYES: Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs. Lukac, Mr. Panfile, Mr. Petzinger and Mrs. Zangara

ABSENT: Mr. Agans, Mrs. Pschar

E. Finance and Facilities Committee: Kelly Harabin, *Chairperson*

Mrs. Harabin reported that the next F&F Committee meeting is scheduled for June 19th at 7:30PM. We are still hoping funding remains stable, but we are preparing for the possibilities of there being cuts to our aid for the 2020-21 school year.

Mrs. Harabin moved Items E-1 through E-10 as follows:

E-1 BOARD SECRETARY & TREASURER REPORTS AND BOARD CERTIFICATION

RESOLUTION

WHEREAS, the Board of Education has received the reports of the treasurer and secretary for the month of March 2020:

WHEREAS, these reports show the following balances on March 31, 2020:

FUND	CASH BALANCE	APPROPRIATION BALANCE
(10) General Current Expense Fund	\$2,961,738.38	
(11) Current Expense	\$ -	\$981,120.53
(12) Capital Outlay		\$210,440.41
(13) Special Schools		\$2,500.00
(20) Special Revenue Fund	(\$447,319.11)	\$269,405.68
(30) Capital Projects Fund	\$26,032.23	\$0.00
(40) Debt Service Fund	\$1,856.96	\$0.00
TOTAL	\$2,542,308.46	\$1,463,466.62

and

WHEREAS, in compliance with N.J.A.C.6:20-2A.1(d) the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education, now, therefore, be it

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6:20-2A.10(e), the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended in violation of N.J.A.C.6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

E-2 CLAIMS FOR PAYMENT

RESOLVED, the Board of Education approve payment of the following bills and direct that a complete list of these bills be attached to and made part of these minutes:

Fund	Check Numbers	Amount
General Fund #10		\$1,652,499.31
Special Revenue Fund #20		\$29,304.15
Capital Projects Fund #30		\$0.00
Debt Service Fund #40		\$0.00
TOTAL		\$1,681,803.46

E-3 BUDGET TRANSFERS RESOLUTION

RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and reported them to the Board of Education for the month ending March 31, 2020.

AMOUNT	TO	FROM	REASON
\$25,388.00	11-000-230-820-500-000-000	11-190-100-500-500-000-000 11-190-100-610-200-050-000 11-190-100-610-300-000-000 11-190-100-610-400-102-050	Unanticipated Legal Fees/Agreement

E-4 CAFETERIA CLAIMS

RESOLVED, the Board of Education approve the following Cafeteria Claims for payment:

CHECK#	DATE	VENDOR	AMOUNT
3021	01/31/2020	Aramark	\$27.00
3022	04/30/2020	Aramark	\$148,604.45
3023	4/30/2020	Edvocate	\$3,498.00
3024	04/30/2020	Service Plus	\$1010.28
		Total	\$153,139.73

E-5 APPROVAL OF 2020-2021 YEARLY APPOINTMENTS AND CONTRACTS

1. APPOINTMENT OF BOARD ATTORNEY:

RESOLVED the Board of Education appoints **David Rubin as Board of Education Attorney** for the 2020-2021 school year at an hourly rate of \$180 per hour.

2. APPOINTMENT OF DISTRICT AUDITOR:

RESOLVED the Board of Education enters into a professional services contract pursuant to NJSA 18A:18A.5.a.(1), with **Suplee Clooney & Company** as the district's **auditor** for the 2020-2021 school year. The contract is available for public inspection in the office of the Board Secretary.

3. APPOINTMENT OF SCHOOL PHYSICIAN

RESOLVED, the Board of Education enters into a professional services contract pursuant to NJSA 18A:18A.5.a.(1), with Hunterdon Primary Care, PA as **School Medical Inspectors and Team Physicians** for the 2020-2021 school year.

4. APPOINTMENT OF DISTRICT ARCHITECT

RESOLVED, the Board of Education enters into a professional service contract pursuant to NJSA 18A:18A.5.a.(1) with **Design Resources Group Architects**, AIA as **Board Architect** of record for the 2020-2021 school year. The contract is available for public inspection in the office of the Board Secretary.

5. APPOINTMENT OF ADHERA MONITOR

RESOLVED the Board of Education approve the **Whitman Companies, Inc.**, East Brunswick, NJ as the designated legal agent and consultant for (**ADHERA**) asbestos inspections and abatement management services for the 2020-2021 school year.

6. APPOINTMENT OF CUSTODIAN OF RECORDS

RESOLVED, the Board of Education designates the **Business Administrator/Board Secretary** to serve as custodian of records for the Manville Board of Education for the 2020 – 2021 school year.

7. AUTHORIZATION TO IMPLEMENT SCHOOL BUDGET

RESOLVED, the Board of Education authorize the Superintendent and Business Administrator to implement the **2020-2021 School District Budget** as pursuant with local Board Policies and State regulations.

8. APPROVAL OF EDUCATIONAL DATA

RESOLVED, the Board of Education approves participation in the **Ed-Data New Jersey Cooperative Pricing System #26EDCP** for bidding supplies for the 2020-2021 school year. It is further recommended that Educational Data Services, Inc., Saddle Brook, New Jersey be retained as coordinating agent in accordance with 18A:18A-11.

9. Motion to readopt all **present Board Policies and Bylaws** for the 2020-2021 school year.

10. Motion to readopt all **present agreements and contracts** with the Board of Education employees for the 2020-2021 school year.

11. AUTHORIZATION TO ENTER INTO STATE CONTRACTS

WHEREAS, the Manville Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29©, may by resolution and without advertising for bids, purchase any goods or services under the

State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Manville Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS the Manville Board of Education intends to enter into contracts with the Referenced State Contract Vendors (as published by the New Jersey Department of the Treasury) through this resolution and properly executed contracts which shall be subject to all the conditions applicable to the current State contracts;

NOW, THEREFORE, BE IT RESOLVED that the Manville Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors (as published by the New Jersey Department of the Treasury) for the 2019-2020 school year pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED that the Manville Board of Education School Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services.

12. APPOINTMENT OF INSURANCE BROKER

RESOLVED, the Board of Education renews its membership in **The Diploma Joint Insurance Fund** for a three (3) year period beginning July 1, 2018 and ending July 1, 2021 and is subject to the coverage, operating procedures, bylaws and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and /or the Department of Banking and Insurance.

FURTHER RESOLVED, the Manville School District's Business Administrator is hereby appointed as the Manville School District's Fund Commissioner and is hereby authorized to execute the renewal indemnity and Trust Agreement.

13. APPOINTMENT OF HEALTH BENEFITS BROKER

RESOLVED the Board of Education designates **Brown & Brown Consulting**, Lambertville, NJ as broker of record for employee medical, dental and student insurance for the 2020-2021 school year.

14. APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER

RESOLVED the Board of Education designates the School Business Administrator, as the **Public Agency Compliance Officer** (PACO) pursuant to N.J.S.A. 10:5-31 et. seq. and N.J.A.C. 17:27.

15. APPROVAL OF LABOR COUNSEL

RESOLVED, the Board of Education appoints **Sciarrillo, Cornell, Merlino, Mc Keever & Osborne** as Labor Counsel for the 2020-2021 school year at an hourly fee of \$165.00.

16. APPROVAL OF ACADEMICALLY GIFTED PROGRAM / GUIDANCE PROGRAM

Motion to readopt the **Academically Gifted Program** and the **Guidance and Counseling Program** for the 2020-2021 school year, a copy of which may be found in the Superintendent's Office.

E-6 PETTY CASH FUNDS FOR 2020-2021

RESOLVED the Board of Education approve the following petty cash amounts for the 2020-2021 school year:

Superintendent	\$300.00
Business Administrator	\$300.00
Special Services	\$300.00
Buildings & Grounds	\$300.00
Curriculum Department	\$300.00
Weston School Principal	\$200.00
Roosevelt School Principal	\$200.00
ABIS Principal	\$200.00
MHS Principal	\$200.00
Technology Department	\$200.00

E-7 SCHOOL LUNCH PRICES 2020- 2021

RESOLVED, the Board of Education approves the 2020-2021 school lunch prices with an increase as required by the USDA as outlined under the "Equity in School Lunch Pricing Provision".

E-8 TUITION RATES 2020- 2021

RESOLVED, the Board of Education approves the following full time tuition rates for the 2020-2021 school year for out-of-district students attending Manville School District. Transportation for these students will be borne by the home district of each student.

Preschool/K	\$13,364
Elementary (1-5)	\$12,513
Middle School (6-8)	\$13,753
High School (9-12)	\$14,069
Special Education	\$27,725
Pre-School Disabled	\$19,018

E-9 SUBSTITUTE RATES 2020- 2021

RESOLVED, the Board of Education approves the following rates of pay for the 2020-2021 school year:

Substitute Teachers	\$105.00 per day
Substitute Instructional Aides	\$75.00 per day
Substitute Secretaries	\$15.00 per hour
Substitute Custodians	\$15.00 per hour
Non-Public and Bedside Home Instruction	\$30.00 per hour
Nurses	\$150.00 per day

E-10 FOOD SERVICE RESOLUTION

Resolution Awarding Food Service Contract To Aramark Educational Services, LLC

Approve and award a contract for School Food Service Management for the 2020-2021 school year, to Aramark Educational Services, LLC located at 1101 Market Street, 21st Floor Philadelphia, PA 19107. It is the recommendation of the Business Administrator that the Manville Board of Education award the contract to Aramark subject to the following contractual provisions:

The Food Service Management Company shall receive, in addition to the costs of operation, a fee of \$.1828 per reimbursable meal and meal equivalent to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The District guarantees the payment of such costs and fee to the Food Service Management Company.

The number of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals served to children shall be determined by actual count. A "Meal Equivalent" provided by Aramark is determined by dividing the total of cash receipts, other than from sales of National School Lunch Program, and if applicable, Breakfast Program, At-Risk Afterschool Meals Program and After School Snacks Programs, meals, or Cash Equivalents, by the Equivalency Factor. The Equivalency Factor used to determine the number of Meal Equivalents served by Aramark shall be the amount of \$2.60

The per meal management fee of \$.1828 will be multiplied by total meals.

Aramark guarantees that the return to the District from the Food Service Program for the school year will be \$40,000. If the annual operating statement shows a return less than \$40,000, Aramark will pay the difference between the actual and the guaranteed amount. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year.

- Reimbursement rates for Food Service Program meals shall not be less than those stated in the prior year.
- The value of USDA donated foods received shall not be less than the value of USDA donated foods received during the prior year.
- The mix and quantity of USDA donated foods shall not change from the mix and quantity received the prior school year so as to increase actual food cost set forth in the Projected Food Service Budget attached hereto as Exhibit A.
- The SFA shall work with ARAMARK in a commercially reasonable manner to acquire USDA processed commodities for a total price (including all applicable costs and fees) commensurate with the then-current market price for a comparable commercial item.
- There shall be at least One Hundred Eighty (180) full-service days where breakfast is served for the Current Year.
- There shall be at least One Hundred Eighty (180) full-service days where lunch is served for the Current Year.
- The average daily student enrollment for the Current Year shall be at least 1432.
- Student Lunch price at the Elementary Schools will be \$2.90; Student Lunch price at the Middle School will be \$3.00; Student Lunch price at the High School will be \$3.20.
- The actual costs charged to the Food Service Enterprise Account by the SFA shall not exceed the projected operating expenses as follows:
 - Ongoing contract monitoring in the amount of \$14,268.00;
 - Annual POS Maintenance Charges in the amount of \$3,500

In the event any of the foregoing conditions or assumptions is not met during the Current Year, Aramark's obligation shall be reduced by the amount of any increase in SFA's Total Food Service Costs or reduction in Gross Receipts which is attributable to the changes in such conditions or assumptions. In the event the District requests a change (other than a material change that would necessitate commencement of a new RFP process) in a phase of the Food Service Program that would result in a decrease in Gross Receipts or an increase in Total Food Service Costs from the amounts set forth in the Projected Food Service Budget, Aramark shall advise the District of its estimate of the increase in the Total Food Service Costs or decrease in Gross Receipts attributable to such requested change, and the budget, shall be adjusted to reflect such estimated increase in Total Food Service Costs or decrease in Gross Receipts.

The motion was seconded by Mrs. Zangara and approved by roll call vote as follows:

AYES:

Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs. Lukac, Mr. Panfile, Mr. Petzinger and Mrs. Zangara

ABSENT: Mr. Agans, Mrs. Pschar

F. Referendum: Louis Petzinger, *Chairperson*

Mrs. Zangara reported that we are officially changing this committee to the Communication Committee for COVID-19 as related to schools reopening. Mr. Beers will be in touch about meetings. This will be a very important committee over the next few months as we navigate through planning and implementing the reopening of our schools. Mr. Petzinger will remain the Chairperson.

IX. OLD BUSINESS/NEW BUSINESS

Old Business:

- None to report

New Business:

- Mrs. Zangara – BOE members please do the Superintendent Evaluation as soon as it is available. Thank you!

X. PUBLIC COMMENT – Ms. Zangara will invite questions and comments from the public on agenda items. Comments are limited to three minutes per speaker. Individuals wishing to speak must state their name and address. All statements and/or questions shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect, for the dignity and privacy rights of others whose legal rights may be affected.

At 8:01pm Mrs. Zangara moved that the meeting be opened to the public. The motion was seconded by Mrs. Harabin and approved by unanimous voice vote. Mrs. Zangara invited questions and comments from the public.

There were no comments from the public.

At 8:01pm Mrs. Zangara motioned to close the meeting to the public. The motion was seconded by Mrs. Liszczak and approved by unanimous voice vote.

At 8:03pm Mrs. Zangara motioned to enter Closed Session. Items discussed would be in reference to Item #4 listed below. No formal action will be taken. The motion was seconded by Mrs. Lukac and approved by unanimous voice vote.

XI. CLOSED SESSION (if necessary - use this resolution to identify the qualified matters to be discussed)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session

9) *deliberation after a public hearing that could result in a civil penalty or other loss, and be it*

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

XII. ADJOURNMENT

At 8:14pm Mrs. Zangara made a motion to close Executive Session and adjourn the meeting. The motion was seconded by Mrs. Harabin and approved by unanimous voice vote.

Respectfully Submitted,



**Allison Bogart
Board Secretary**