

WINSLOW TOWNSHIP BOARD OF EDUCATION

Addendum – Wednesday, May 26, 2021

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

1. Bill List

Exhibit I: 1

Approve the Vendor Bill List in the amount of \$251,219.74 as per the attached exhibit.

2. Renewal of Food Service Management Company Contract – FY 2021-2022

NOW, THEREFORE, BE IT RESOLVED that the Winslow Township Board of Education approve and renew a contract for School Food Service Management for the 2021-2022 school year, with an option for three (2) one (1) year extensions thereafter at the Board's discretion to Sodexo Management, Inc. located at 9801 Washingtonian Blvd., Gaithersburg, Maryland, it is the recommendation of the Business Administrator that the Winslow Township Board of Education award the contract to Sodexo Management, Inc., subject to the following contractual provisions:

The Sodexo Management, Inc. (hereinafter referred to as the "FSMC"), shall receive, a meal rate of \$1.7170 for breakfast and \$3.4007 for lunch per reimbursable meal and meal equivalent to compensate the FSMC for the cost of operations, administrative and management costs. This meal rate shall be billed monthly less the value of commodities received.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count.

The FSMC guarantees that District shall receive an annual financial return of Three Hundred Thousand Four Hundred Fifty-Five Dollars and sixty-nine cents (\$300,455.69) including the commodity credits for the 2021-2022 school year. If the annual financial return for the Food Service program falls short of the aforementioned amount, the FSMC. shall pay the difference to District. Financial terms of the Contract are based upon the assumptions as stated in Section II Standard Terms and Conditions, Paragraph 7 Guarantee Conditions and Assumptions in the Contract. In the event any of the following conditions or assumptions are not met during the 2021-2022 year, the FSMC's obligation shall be reduced by the amount of any documented increase in the District's total food service costs or reduction in gross receipts which is attributable to the charges in such conditions or assumptions.

Guarantee Conditions and Assumptions: FSMC's obligation to reimburse School Food Authority (hereinafter referred to as the "SFA") shall remain in effect only during the Current Year and is contingent upon the following conditions and assumptions remaining in effect for the current year:

- a. Reimbursement rates for food service program meals shall not be less than those stated in the RFP.
- b. The per meal commodity value of USDA donated foods offered shall not be less than the per meal commodity value of USDA donated foods received during the prior year.
- c. The number of full-service days where breakfast, lunch, and snack are served for the Current Year shall be at least the estimated minimum number listed in the table in letter (h).
- d. The average daily student enrollment for the Current Year shall be at least the number stated in the RFP on Form #372.

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- e. The ratio of students eligible to receive free and reduced-price meals as compared to total student enrollment shall not decrease from those provided in the SFA's RFP.
- f. The SFA shall continue to receive the additional seven cents (\$.07) per meal reimbursement for each lunch meal served authorized by the Healthy Hunger-Free Kids Act of 2010 and shall include such reimbursement in the calculation of Gross Receipts.
- g. Should the District require in writing that the FSMC take action which causes the cost of wages, salary, and/or fringe benefits for FSMC's food service employees to exceed the levels set forth in the attached Response and Projected Operating Statement (Form #23FP), the FSMC's obligation may be adjusted, by mutual consent of the SFA and FSMC, to cover the net increased labor costs resulting directly from such action.
- h. The selling prices of school breakfast, lunch and after school snacks will be no less than the current meal prices listed in the table below:

	Minimum Breakfast Price	Estimated Minimum # Serving Days	Minimum Lunch Price	Estimated Minimum # Serving Days	Minimum After School Snack Price	Estimated Minimum # Serving Days
Elementary	\$1.40	180	\$2.95	180	NA	180
Middle/Jr. High	\$1.40	180	\$3.00	180	NA	180
High	\$1.40	180	\$3.00	180	NA	180

- i. Catering will be billed to the SFA at mutually agreed upon rates (which cannot be in the form of a percentage of food cost) plus food cost.
- j. The SFA shall not allow students to leave campus for meal periods or receive delivery of commercial foods on campus during meal periods except as already allowed at the time of the submission of the FSMC's proposal.
- k. The SFA shall not block schedule during lunch periods not already so scheduled at the time of the submission of FSMC's proposal, unless the possibility of block scheduling is noted in the RFP.
- l. There shall be no changes in the Federal or State regulations which cause financial impact to the Food Service Program.

Services are to be charged to Fund 60, Food Service Fund, account # 60-910-310-500.

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3. Meal Prices 2021-2022 School Year

Approve the meal prices for the 2021-2022 school year as follows:

Elementary Schools #1 through #6

Meal Type	Full Price	Reduced Price
National School Lunch	\$2.95	\$0.40
School Breakfast	\$1.40	\$0.30

Middle School

Meal Type	Full Price	Reduced Price
National School Lunch	\$3.00	\$0.40
School Breakfast	\$1.40	\$0.30

High School

Meal Type	Full Price	Reduced Price
National School Lunch	\$3.00	\$0.40
School Breakfast	\$1.40	\$0.30

No increase for lunches.

4. Renewal of Contract- ESS

Exhibit I: 4

Approve the renewal of ESS to provide Teacher Classroom Assistants, Educational Student Aides One-on-One, Educational Bus Aides and Before and After School Program Aides for the district from July 1, 2021 through June 30, 2022 at the rates per the attached exhibit.

Services are to be charged to:

- 11-XXX-XXX-320 (Various district accounts)
- 20-XXX-XXX-3XX
- 60-XXX-XXX-320

and further acknowledge the following statement:

I certify that there are sufficient funds available for the services in this award.

Tyra McCoy-Boyle

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5. New Jersey School Boards Association – Professional Development Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of board members' duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs require school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.35 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore, be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Rita Martin	Annual School Public Relations Program	June 3, 2021	\$50 per person

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6. National School Boards Association – Professional Development Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NSBA and set forth below are directly related to and within the scope of board members' duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NSBA training and informational programs require school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.35 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Rita Martin	NSBA 2021 Advocacy Institute	June 8-10, 2021	\$299.00 per person

On a motion made by _____, seconded by _____, approval of Board Secretary Report is granted.	
Exceptions: _____	
<i>Roll Call:</i>	
_____ Mr. Blake	_____ Ms. Moore
_____ Ms. Dredden	_____ Mr. Shaw
_____ Ms. Martin	_____ Ms. Thomas
_____ Ms. McClendon	_____ Ms. Peterson
	_____ Ms. Pitts

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II. PERSONNEL REPORT

A. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

1. Leave of Absence Requests

Approve the following Leave of Absence requests pursuant to documents filed in the Office of Human Resources:

	Name	Type of Leave	From	To	Paid/Unpaid
A	R.C.	Medical	6/10/2021	6/30/2021	Paid
B	M.C.	FMLA *Extended Dates	6/1/2021	6/30/2021	Unpaid

2. 2021/2022 New Hires

Approve the following new hires for the 2021/2022 school year:

	Name	Location	Position	Salary	Effective
A	Allen, Heather	School No. 2	Reading Development Teacher- GF	\$57,570.00 BA+30, Step 1	9/1/2021
B	Ferrara, Rebecca	School No. 2	Kindergarten Teacher	\$57,570.00 BA+30, Step 1	9/1/2021
C	Mainetti, Victoria	School No. 4	Grade One Teacher	\$59,570.00 MA, Step 5	9/1/2021
D	Pacheco, Blaire	School No. 4	Reading Development Teacher-GF	\$58,170.00 BA+30, Step 3	9/1/2021
E	Taglienti, Nicolette	School No. 2	Grade One Teacher	\$57,870.00 BA+30, Step 2	9/1/2021

3. Resignation

Approve the following Resignation for the 2020/2021 school year:

	Name	Position	Location	Effective
A	Noll, Amanda	Special Education Teacher	School No. 2	6/30/2021

<p>On a motion made by _____, seconded by _____, approval of Personnel Report is granted.</p> <p>Exceptions: _____</p> <p><i>Roll Call:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">_____ Mr. Blake</td> <td style="width: 50%;">_____ Ms. Moore</td> </tr> <tr> <td>_____ Ms. Dredden</td> <td>_____ Mr. Shaw</td> </tr> <tr> <td>_____ Ms. Martin</td> <td>_____ Ms. Thomas</td> </tr> <tr> <td>_____ Ms. McClendon</td> <td>_____ Ms. Peterson</td> </tr> <tr> <td></td> <td>_____ Ms. Pitts</td> </tr> </table>		_____ Mr. Blake	_____ Ms. Moore	_____ Ms. Dredden	_____ Mr. Shaw	_____ Ms. Martin	_____ Ms. Thomas	_____ Ms. McClendon	_____ Ms. Peterson		_____ Ms. Pitts
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	_____ Ms. Pitts										