MERCHANTVILLE BOARD OF EDUCATION AGENDA
OCTOBER 13, 2015

CALL TO ORDER
The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance of this meeting to be published by having the date, time, and place thereof posted in The Retrospect, Borough Hall, Merchantville School and the Reading Center at Merchantville School .

ROLL CALL

Mrs. Stocker	Mr. Vitiello	Mr. Morrone
Mr. Honigfeld	Mrs. Foster	Mr. Kabel
Ms. Engelke	Mrs. Perno	Mr. James

PLEDGE TO THE FLAG
I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

OPEN PUBLIC COMMENT
Audience members attending Board of education Meetings are permitted to voice their opinions on school-related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting.

UNFINISHED BUSINESS
- District Goals and Action Plan
    - Discussion on Goal #2

NEW BUSINESS
- Exploring Solar Power & Energy Audit – Referral to Buildings and Grounds
- Student Dress Code
- Grant Writer

COMMUNICATIONS

CSA REPORT
- Honoring students that received a perfect score on the NJASK: Gabrielle Callaway and Lucy Kerr
- September Emergency Drills
    - Fire Drill – Sept 14 at 1:30
    - Lockdown Drill – Sept 22 at 9:00
- September Monthly Report
- Violence and Vandalism Update / Week of Respect Update
- Update on Send/Receive transition status

CSA RECOMMENDATIONS

(1) **RECOMMEND** that the board of education approve, with gratitude, to accept the PTA's donation of playground equipment. This was donated on October 6, 2015, and includes 5 benches, and poured in place surfacing, at a total value of $89,482.49.

(2) **RECOMMEND** that the board of education approve the resignation of Mr. Shankar Rodriguez as a night time custodian at of September 30, 2015.

(3) **RECOMMEND** that the board of education approve Ms. Breanna Ransome, as a part-time custodian, at an hourly rate of $14, for 4.75 hours per day, with an effective date of October 1, 2015. (Filling the resignation of SR)

(4) **RECOMMEND** that the board of education approve Ms. Alison Grohe as a student teacher in the district's Art Department for the spring 2016 school year.

(5) **RECOMMEND** that the board of education approve to add Ms. Dawn Grasso to the Substitute teacher list for the 2015-2016 school years.

(6) **RECOMMEND** that the board of education approve to add Ms. Heather Wilson to the Substitute teacher list for the 2015-2016 school year. (Paperwork Pending)

(7) **RECOMMEND** that the board of education approve Mrs. Carrie Rupnow-Kidd as a volunteer for the district's Music Department Events for the 2015-2016 school year. (Paperwork Pending)

(8) **RECOMMEND** that the board of education approve the recommendation of the Chief School Administrator for attendance at the following Professional Development Workshop:

Attendee	Event	Place of Event	Date	Cost
Kim Klaus, Rachel Spahr	Duties and Responsibilities of the district ABC and ABS	Mullica Hill, NJ	Dec 2, 2015	$149 each

(9) **RECOMMEND** that the board of education approve the following field trips. All funds for these trips are paid through the Marie J. Carroll Foundation unless otherwise noted, and there are no costs incurred by the parents or the school district:

Place	Grade / Students	# Students	# Teachers	# Outside Chaperones	Month	Other Info
Grounds for Sculpture – Hamilton Square, NJ	2nd Grade	42	2	6	Oct	Art-A-Facts

(10) **RECOMMEND** that the board of education approve, with gratitude, to accept Mr. and Mrs. Christian Swanson's donation of a crystal set that includes: the bowl, tray, and 12 glasses, valued at $175.00. (This is used at induction functions for the Junior Honor Society.

Informational Use of Facilities -

Group	Event	Times	Dates	Facility
8th Grade parents	Haunted House	4:00 – 10:00	Oct 19 – 24, 2015	K Playground, front sidewalk, library
8th Grade parents	Haunted House Meeting	7:00 – 8:30	Oct 7, 2015	Room 105

Business Office Recommendations

Minutes

Approve Minutes – It is recommended that the board of education approve the following minutes:

September 22, 2015 Regular BOE Minutes and Closed Session Minutes

1. Approve Payment of Bills – It is recommended that the board of education approve for payment the bills listed on: P 011, 012 and 013.
Pgs._____

2. Account Transfers – It is recommended that the board of education approve the transfer of funds for as listed on: A 27, 28, 29, 30, 31, and 32.
Pgs._____

3. Approve Contracts – It is recommended that the board of education approve the following contracts for the 2015-2016 school year:

State ID No.	School District	Program Dates	Transport.	No. of Days	Tuition Fees & Aides	Notes
256639624(	Legacy Treatment Services The Mary A. Dobbins School, Hainesport, NJ	7/2015 To 6/2016	No	240	$67,242.00 One-on-one aide $25, 935.00	New Placement and new additional services for this student
566374461(	Marie J. Katzenbach School, Trenton, NJ	7/2015 To 6/2016	Yes	240	$$90,638.00 Speech Services $6000.00	Continuing Program

4. Approve Camden County Education Services Commission Contract – It is recommended that the board of education approve to renew the contract with the CCESC for the 2015-2016 school year to provide the following services on an as-needed-basis. The fees are listed in the agreement.

Transportation Services
192-193 Services for non public schools in this district
Child Study Team Services
Related Services – Physical, Speech or Occupational Services
Purchased Educational Services – Aides, Teachers, Nurses, LDTC, Psychologist
Home Bound Instruction

FYI – the services provided to students who attend the non public schools located within the district are funded through grant funds.

5. Approve Financial Reports – It is recommended that the board of education approve the following July and August 2015 reports:

Board Secretary Financial, Revenue and Treasurer's Reports

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of July and August 2015. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 © 3, and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

B. Treasurer's Report in accordance with 18A:17-36 and 18A: 17-9 for the months of July and August 2015. The Treasurer's Report and Secretary's Report are in agreement for the months of July and August 2015.

C. Board Secretary in accordance with N.J.A.C. 6A:23A – 16-10 © 2 certifies that there are no changes in anticipated revenue amount or revenue sources.

D. Board of education Certification – pursuant to N.J.A. C. 6A:23A-16.10 © 4 – We certify that after review of the secretary's monthly financial report (appropriations section), and upon consultations with the appropriate district officials, that to the best of our knowledge no major accounts for funds have been over expended in violation of N.J.A. C. 6A:23A – 16.10 (b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. *Approve Sodexo Food Service Contract* – It is recommended that the board of education approve the following Sodexo Food Service Agreement:

Resolution Awarding Food Service Contract To Sodexo Management, Inc.

Approve and award a contract for School Food Service Management for the 2015-16 school year, to Sodexo Management, Inc., 9801 Washingtonian Blvd., Gaithersburg, Maryland, it is the recommendation of the Business Administrator that the Merchantville Board of Education award the contract to Sodexo Management, Inc. subject to the following contractual provisions:

The Food Service Management Company shall receive, in addition to the costs of operation, a fee of $.53 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 Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company.

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 $2.75 to arrive at an equivalent meal count. The per meal management fee of$.53 will be multiplied by total meals.

Sodexo guarantees that District shall receive an annual financial return of a Break Even for the 2014-2015 school year. If the annual financial return for the Food Service program falls short of the aforementioned amount, Sodexo shall pay the difference to District up to 100% of Sodexho's management fee. Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis. Financial terms of the Contract are based upon the following assumptions. If there is a change in conditions, including, without limitation, changes to the following assumptions, the parties agree to enter into negotiations concerning the impact of such changes, and the financial terms of the Contract, including any guarantee, shall be adjusted accordingly.

- Changes in District's policies, practices, and service requirements, including but not limited to, changes in bell schedules, meal service periods or proposed staffing, will result in an appropriate adjustment.
- Changes in legislation, regulations, reimbursement rates, meal components and quantities required by the National School Lunch Act, the National School Lunch Program or changes in the USDA Smart Snack Standards will affect the guarantee...
- Cash and/or food assistance levels from State and Federal Agency do not decline below the previous year's levels.
- Usable commodities, of adequate quality and variety required for FSMC's proposed menu cycle for the current contract year, valued at no less than the per Pattern Meal value for the previous year.
- The state or federal minimum wage rate and taxes in effect as of July 1, 2015, shall remain consistent throughout the year
- Average daily attendance ("ada") and the number of free and reduced price participants shall remain at the same levels as the previous year.
- There shall be no competitive sales during all service hours.
- Due to the volatile nature of raw material costs, Sodexo and Local Education Agency shall review quarterly, costs associated with paper and plastic supplies and fuel surcharges on other deliveries. Any changes in Sodexho's costs shall result in a mutually agreed upon change in the guarantee.
- There shall be no reduction in number of full feeding days (breakfast, if applicable, and lunch) and average daily attendance as a result of inclement weather, delayed opening or early dismissals resulting in lost full days.
- The projected number of full feeding days shall remain at:

  Lunch
  Elementary 180
- The projected number of full feeding days shall remain at:

  Breakfast
  Elementary 180

- The selling prices to students will be no less than those set forth in the table below:

  Elementary
  Breakfast:

Paid:	$1.25
Reduced:	$ .30
Lunch	
Paid:	$2.75
Reduced:	$ .40

- Costs for repairs, maintenance, replacements and small wares do not exceed Two Hundred Dollars ($200.00) per school year.

- District costs charged to the Food Service program shall not exceed the following:
  District contract monitoring costs $4,068

- The District shall not inhibit Sodexo from being able to serve hot breakfasts.

(7) Approve Hampton Academy's Resolution regarding meal charges – It is recommended that the board of education approve the following resolution regarding meal charges:

> That the Merchantville Board of Education resolves that the board will not require Hampton Academy, Mount Holly, New Jersey, to charge students for reduced and/or paid meals for the 2015-2016 school year. (RE: N.J.A.C. 6A:23).

FYI – As on now, this district's sends one student to Hampton Academy.

(*8) Approve to contract for bus services* – It is recommended that the board of education approve to contract with Camden County Educational Services Commission for the following bus routes:

Bus Route #	Daily/Yearly Cost	No. of Days	Destination	Notes
#1000	$89.99 per day - $16,198.20	180 School Days	Pennsauken High School	Budgeted
#999	$240.00 per day - $43,200.00	180 School Days	Haddon Heights/ Audubon High School	Over budgeted amount
#1110	$229.00 per Day – $35,266.00	154 School Days	Audubon/ Haddon Heights High School Late Bus	Not budgeted

(9) Approve Nursing Contract for Non Public Students - It is recommended that the board of education approve the contract with The Southern New Jersey Perinatal Cooperative to provide nursing services to children in non public schools located within the district. This program is funded through grant funds. The revenue comes to the district and the district forwards the contract fees to the vendor.

AUDIENCE PARTICIPATION
Audience members attending Board of education Meetings are permitted to voice their opinion on school-related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

RECESS INTO CLOSED SESSION

It is recommended that the Board of education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss matters falling within the attorney-client privilege. This session is expected to last for approximately_____minutes. The results of this session will be made public immediately after, or as soon thereafter, as a decision is reached, if permitted by law.

RESUMPTION OF PUBLIC PORTION

ADJOURNMENT