MERCHANTVILLE BOARD OF EDUCATION AGENDA
MARCH 15, 2016

I. CALL TO ORDER

I, _____, President, call this meeting to order under the Open Public Meeting Act at 7:30 p.m.

Sunshine List: The Merchantville Board of Education meeting is called to order. The board of education is in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Merchantville Board of Education on January 26, 2016, caused to be posted at the Business Office of the Board of Education located at 130 S. Centre Street, Merchantville, New Jersey, and advertised in The Retrospect, Borough Hall, Merchantville School and the Reading Center at Merchantville School.

II. ROLL CALL

Mr. Morrone	Mr. Honigfeld	Mr. Kabel
Mrs. Perno	Mrs. Stocker	Mr. Vitiello
Mrs. Foster	Mr. James	Mr. Fitzgerald

III. 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.

IV. OPEN PUBLIC COMMENT

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein, and the Chief School Administrator prior to petitioning the board of education. Complaints should only be brought to the board after the appropriate school staff has had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to topics to be address on the published agenda and limited in length to 5 minutes. The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member.

V. APPROVAL OF THE MINUTES

Regular Meeting – February 9, 2016 & February 23, 2016

VI. NEW BUSINESS

- Honoring the students that represented Merchantville School at the Junior Women's Club Spelling Bee on January 9, 2016:
  Taylor Trojan, Ava Kelly, Quinn Thomas, Jessica Katzberg, Gavin Warner, Lucy Kerr

VII. UNFINISHED BUSINESS

Board of Education Self Evaluation Process

VIII. COMMUNICATIONS

IX. 2016 -2017 School Budget

Mr. Strong and Mr. Thompson will review the details of the tentative school budget for the next school year. Mr. Thompson will present a Resolution for the board members to approve. Details on the following will be listed: General Fund, Special Revenue Fund, and Debt Service Fund, Tax Levy, Debt Service Levy, and if applicable, details on utilization of banked cap and Health Care Cost Adjustments.

X. CSA REPORT

- Monthly Report for Feb 2016
- Emergency Drills: Fire Drill = Feb 8 @ 10:00, Active Shooter Drill = Feb 22 @1:30

XI. CSA RECOMMENDATIONS

Motioned by_____,seconded by_____

(1) **RECOMMEND** that the Board of Education approve for Mr. Shawn Waldron and Mr. Mark Nickollof to serve as volunteer coaches for the 2016 Spring Track Season.

Motioned by_____,seconded by_____

(2) **RECOMMEND** that the Board of Education approve a maternity leave for Mrs. Alyssa Maziarz under the guidelines of the FMLA. Mrs. Maziarz works for the district as a full time third grade teacher. Mrs. Maziarz intends to utilize ten (10) of her banked sick days. The maternity leave will begin on April 25, 2016 and extend through October 31, 2016; returning on November 1, 2016. Family Medical Leave Act terms will extend her benefit coverage through August 2016. Mrs. Maziarz will remit the employee portion of the co pays for June, July and August through payroll deduction when she returns to work in November.

Motioned by_____,seconded by_____

(3) **RECOMMEND** that the Board of Education approve a maternity leave for Mrs. Margaret Hood under the guidelines of the FMLA. Mrs. Hood works for the district as a full time junior high teacher. Mrs. Hood intends to utilize five (5) of her banked sick days. The maternity leave will begin on May 9, 2016 and extend through August 31, 2016; returning on September 1, 2016. Family Medical Leave Act terms will extend her benefit coverage through August 2016. Mrs. Hood will remit the employee portion of the co pays for June, July and August through payroll deduction when she returns to work in September.

Motioned by_____,seconded by_____

(4) **RECOMMEND** that the Board of Education approve the Archway Program -Just Kids Program at Merchantville School for the 2016-2017 school year. This program provides before and after school services to students, and is a direct contract between Archway and the parents.

Motioned by_____,seconded by_____

(5) **RECOMMEND** that the Board of Education approve the revised 2015-2016 school calendar which reduces the number of student school days to 180, making the last day of school June 14, 2016.

Motioned by_____,seconded by_____

(6) **RECOMMEND** that the Board of Education approve the 2016-2017 school calendar.

Motioned by_____,seconded by_____

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

Attendee	Event	Place of Event	Date	Cost
Cheryl Rettinger	Cooper in School	Cooper University Hospital, Camden NJ	Feb 12, 2016	$0
Kimberly Klaus	Intervention & Referral Services: The Next Generation	FEA Center, Monore, NJ	April 21, 2016	$0 for members
Jamie Bertini	Childhood Apraxia of Speech – Practical Treatment Srategies	Voorhees, NJ	May 10, 2016	$239

Motioned by_____,seconded by_____

(8) **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
Rutgers – Camden, NJ Center for the Performing Arts	K	47	2	5	April	Art-A-Facts
Arden Theater – Philadelphia, PA	1	39	2	6	April	Art-A-Facts
Batsto Village – Hammonton, NJ	7	44	3	0	May	Class Trip
Brandywine Museum – Chadds Ford, PA	4	35	2	6	June	Art-A-Facts

Informational Use of Facilities -

Group	Event	Times	Dates	Facility
8th Grade Parents	Meeting	8:00 – 9:00 pm	March 9, 2016	Room 105
School Safety Team	Internet Safety Program	7:00 – 8:00 pm	March 9, 2016	Auditorium

XII. Business Office Recommendations

1. Approve Payments
Motioned by _____, seconded by_____
That the board of education approve the following payments, as reviewed and submitted by the business administrator.
(attachments)

ACCOUNTING PERIOD AND DATA	*TOTAL AMOUNT*
February – P 037 – Payroll 2-15	$174,525.44
February P 038 – Payroll 2-29	$174,318.60
February P 039 – Deductions from state aid	$17,170.10

(attachment)

2. Approve Budget Appropriation Transfer
Motioned by_____, seconded by_____
That the board of education approve the following transfer of accounts for the month of January 2016 as listed on, and approved by the business administrator: A 083, A 084, and A 087. (attachments)
(attachment)

3. Approve the Following Contracts
Motioned by_____, seconded by_____
That the board of education approve the administrator's recommendation to approve the following contracts:

VENDOR	SERVICE	TIMEFRAME	RATES	NOTES
Med-Flex Hainesport, NJ	Medical Waste Box And Pick Up	June 2, 2016 To July 1, 2016	$93.00	Yearly service
Phoenix Advisors, LLC Bordentown, NJ	Independent Registered Municipal Advisor (Bond)	July 1, 2016 To June 30, 2017	$850.00	Needed to comply with Bond requirements

4. Approve Adjustment to Employee's Contracted Wages
Motioned by_____, seconded by_____
That the board of education approve for adjustments to be made to the following employees contracted wages for all days absent from work as these employees have utilized all their banked sick, and personal days:

Christiana Finn – Denise Grasso - Deborah Huber – Patrice LaJeunesse

(This motion is required for audit purposes as their gross wages paid and contracted wages will differ.)

XIII. RECOGNITION OF CITIZENS AND STAFF

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein, and the Chief School Administrator prior to petitioning the board of education. Complaints should only be brought to the board after the appropriate school staff has had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to topics to be address on the published agenda and limited in length to 5 minutes.

XIV. EXECUTIVE SESSION

Matters to be discussed under Section 8, Open Public Meeting Act.

Moved by _____seconded by_____to adopt the following resolution to recess meeting to discuss_____, this session is expected to last for approximately _____minutes. Action will be/will not be taken upon returning to open session.

Resolution for Executive Session:
Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public form from a meeting in certain circumstances, and whereas this pubic body is of the opinion that such circumstances presently exist. Now, therefore, be it resolved by the Merchantville Board of Education, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon thereafter specified subject matters. They are:

    a. Any matter which by express provision of federal law or state statue or rule of court shall be rendered confidential.
    b. Matters dealing with federal funding.
    c. Discussion of any material, the disclosure of which would constitute an unwarranted invasion of an individual's privacy.
    d. Matters dealing with collective bargaining.
    e. Matters dealing with the sale or purchase of public land
    f. Discussion of any pending or anticipated litigation or contract negotiation.

XV. RESUMPTION OF PUBLIC PORTION

XVI. ADJOURNMENT