MERCHANTVILLE BOARD OF EDUCATION AGENDA
FEBRUARY 28, 2017

I. CALL TO ORDER TIME:_____

I, Elliot Honigfeld, Board 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," 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. 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.

III. ROLL CALL

Ms. Adams	Mr. James	Mrs. Stocker
Mr. Fitzgerald	Mrs. Perno	Mr. Vitiello
Mrs. Foster	Mr. Plenn	Mr. Honigfeld

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 – January 24, 2017

Motioned by_____, seconded by_____

VI. COMMITTEE REPORTS

1. Policy and Community Engagement – Meeting Feb 8 – Update by Lee Plenn
2. Education Committee – Meeting Feb 14 – Update by Anjali Stocker
3. Finance: Planning and Utilization – Meeting Feb 8 & 23 – Update by Karen Foster
4. Personnel Committee – No formal meeting
5. Facilities Committee – Meeting Feb 23 – Update by Albert Vitiello
6. Negotiations Committee – Meeting Feb 8

VII. NEW BUSINESS

- Budget Process Presentation – Greg Gontowski
- Review the School District Goals for 2016-2017 and progress – J. Scott Strong

VIII. UNFINISHED BUSINESS

- Confirmation of RFP's that were shared are ready for release

IX. COMMUNICATIONS - None

X. CSA REPORT

- January 2017 Monthly Report
- Emergency Drills: Fire Drill on Jan 12 at 2:31 pm & Active Shooter on Jan 24 at 9:22 am

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____
(1) **RECOMMEND** that the Board of Education approve the first reading of the following policies:

- Policy #6171.4 – Special Education
- Policy #9200 – Orientation and training of Board Members
- Policy #9250 – Expenses / Remuneration & Reimbursement
- Policy #9323-9324 – Agenda Preparation / Advance Delivery of Meeting Material

Motioned by_____, seconded by_____
(2) **RECOMMEND** that the Board of Education approve the second reading and the adoption of the following policies:

- Policy #4116 – Evaluation
- Policy #5111 – Admission
- Policy #5131 – Conduct / Discipline
- Policy #5131.5 – Vandalism / Violence
- Policy #5134 – Married/ Pregnant Pupils
- Policy #5141 – Health
- Policy #5141.4 – Missing Abused and Neglected Children

Motioned by_____, seconded by_____
(3) **RECOMMEND** that the Board of Education approve the review of the following policy with no changes made to it:

- Policy #9325.4 – Voting Method

Motioned by_____, seconded by_____
(4) **RECOMMEND** that the Merchantville Board of Education approve Nancy Talarico be added to the Substitute list for the 2016-2017 school year pending completion of paperwork.

Motioned by_____, seconded by_____
(5) **RECOMMEND** that the Merchantville Board of Education approve Lisa Casey to increase her daily hours from 5 hours a day to 5.92 hours per day in her role as a teaching aide starting Feb 16, 2017 and lasting for the remainder of the 2016-2017 school year. (To meet the needs of a new student)

Motioned by_____, seconded by_____
(6) **RECOMMEND** that the Merchantville Board of Education approve the Three Year Pre-School Plan for Merchantville School dated 2017-2020 and the 2017-2018 Preschool Education Budget application.

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
Yuliya Tsypenyuk	Algebraic Thinking & Making Sense of Algebra in Middle School	Glassboro, NJ (Rowan University)	March 28, 2017	$149
Ellen Franolich	Decrease Attention Getting Tantrum Behaviors: Practical Solutions	Voorhees, NJ	March 29, 2017	$245
Barbara Gandy	Strengthening Your Students' Writing Skills	Voorhees, NJ	March 31, 2017	$245
Deborah Huber	Strengthening Your Students' Writing Skills	Voorhees, NJ	March 31, 2017	$245

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
Wheaton Village	4th Grade	42	2	6	April	Art-A-Facts
Longwood Gardens	4th Grade	42	2 + Aide	5	May	Class Trip
Arden Theater, Philadelphia, PA	1st Grade	43	2	6	May	Art-A-Facts
The Franklin Institute, Philadelphia, PA	3rd Grade	50	2	2	April	
Fort McHenry / American Visionary Art Museum Baltimore, MD	7th Grade	43	3	6	May	Art-A-Facts
Constitution Center Philadelphia, PA	5th Grade	36	4	8	May	
Palmyra Cove, Palmyra NJ	7th Grade	43	2	4	May	
Kroc Center Camden, NJ	2nd Grade	47	2	0	May-June	Learn to Swim

Informational Use of Facilities –

Group	Event	Times	Dates	Facility
Merchantville PTA	Take Your Family to School Week	5:30 – 9:00	Feb 21, 2017	Cafe
Merchantville PTA	Take Your Family to School Week	5:30 – 8:30	Feb 24, 2017	Gymnasium
Merchantville Little League	Pitching Lessons	7:00 – 8:15	Tuesdays March 7 – April 25, 2017	Gymnasium

XII. BUSINESS OFFICE RECOMMENDATIONS

Motioned by_____, seconded by_____

(1) **RECOMMEND** that the Merchantville Board of Education approve items A through C:

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of January 2017 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of January 2017 **(Attachment B1)**.

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2017. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A –

16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **(Attachment C1)**

2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2017. The Treasurer's Report and Secretary's report are in agreement for the month of January 2017. **(Attachment C2)**
3. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
4. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has 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.

Motioned by_____, seconded by_____

(2) **RECOMMEND** that the Merchantville Board of Education approve item D:

D. Warrants

The attached bill lists:

- February 2017 payroll **(Attachment D1)**
- February 2017 warrants **(Attachment D2)**

Motioned by_____, seconded by_____

(3) **RECOMMEND** that the Merchantville Board of Education approve items E through I:

E. Negotiator

To approve Comegno Law Group, PC as negotiator for contract negotiations at a rate of $175.00 per hour.

F. IDEA Amendment

To approve submission of the 2016-2017 IDEA Amendment.

G. Salaries Charged to Grants

To approve the salaries charged to grants for the 2016-2017 school year **(Attachment H1)**.

H. Shared Service – Business Office

To approve the shared service agreement with Woodlynne Board of Education for business office services for the 2017-2018 school year in the amount of $125,000.00 **(Attachment I1)**.

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 TIME:_____

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Board of Education of the Merchantville Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the

Public; and

WHEREAS, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately _____ p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Merchantville Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

_____Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: _____);

_____Any matter in which the release of information would impair a right to receive funds from the federal government;

_____Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

_____Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: _____);

_____Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

_____Any investigations of violations or possible violations of the law;

_____Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is: _____

_____)

(If contract negotiation the nature of the contract and interested party is _____

_____)

Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the District's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

_____Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is _____

_____) ;

_____Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission

for which the responding party bears responsibility;

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

I, _____, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Merchantville Board of Education at their meeting held on _____.

_____
Board Secretary

Indicate whether action will or will not be taken after executive session.

*Motion by:*_____ *Seconded by:*_____ *Approved:*_____

XV. RESUMPTION OF PUBLIC PORTION **TIME:**_____

*Motion by:*_____ *Seconded by:*_____ *Approved:*_____

XVI. ADJOURNMENT **TIME:**_____

*Motion by:*_____ *Seconded by:*_____ *Approved:*_____