MERCHANTVILLE BOARD OF EDUCATION AGENDA
DECEMBER 20, 2016

I. CALL TO ORDER TIME:_____

I, Elliot Honigfeld, 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. ROLL CALL

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

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 – November 22, 2016
- Executive Session – November 22, 2016

VI. ELECTION RESULTS

3 Year Term – 3 Open Seats

Jennifer Perno – 956 votes
Gina Adams – 737 votes
Albert Vitiello –725 votes
Anjali Desai – 722 votes

Unexpired Term – 1 Open Seat

Lee Plenn – 1,087 votes

VII. NEW BUSINESS

- Audit Presentation 2015-2016 School Year
- Business & Facilities Update from Meeting on Nov 22
- Curriculum & Instruction Update from Meeting on Nov 30

VIII. UNFINISHED BUSINESS

- Update on Board of Education Vacancy and the plan to fill the open seat
- Merchantville Board of Education Reorganization Meeting Wednesday, Jan 4 at 7:30
    - Once a month dates will be proposed (4th Tuesday of the Month) & as needed meetings

IX. COMMUNICATIONS - None

X. CSA REPORT

- November 2016 Monthly Report
- Emergency Drills: Fire Drill on Nov 2 at 1:00 & Bomb Threat Drill on Nov 23 at 10:00
- Choice School Update 2017-2018

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____
(1) **RECOMMEND** that the Board of Education approve the first reading of the adoption of Policy # 5118.2 – Foster Care and Educational Stability. This is a newly mandated policy and the proposal is directly from NJSBA.

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

Motioned by_____, seconded by_____
(3) **RECOMMEND** that the Merchantville Board of Education approve Colin Gearhart as a Junior High School Social Studies practicum student from Jan 23, 2017 – May 5, 2017.

Motioned by_____, seconded by_____
(4) **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
Sandy Taylor	Camden County Music Teachers Workshop	Camden County Technical School Sicklerville, NJ	Jan 24, 2017	$0
Rebecca Goff	Powerful Strategies to Boost the Success of Struggling Readers	Voorhees, NJ	Feb 28, 2017	$245
Jamie Bertini	American Speech Language Hearing Association Convention	Philadelphia, PA	Nov 17, 2016	$275
Debra Wurster	Pre-Kindergarten Teachers Conference	Atlantic City, NJ	Feb 27, 2017	$259
Margaret Hood	Strengthen Your Writing Instruction to Significantly Increase Writing Skills	Voorhees, NJ	Jan 13, 2017	$245
Jeanne Leise	NJPSA/FEA Workshop-Education NeuroScience	Monroe Twp, NJ	Dec 14, 2017	$0
Cheryl Rettinger	Asthma and Allergy 2017 Update	Deptford, NJ	Jan 18, Feb 15, March 15 2017 (After School)	$45 each

Informational Use of Facilities – None

Group	Event	Times	Dates	Facility
Merchantville Little League	Winter Baseball / Softball Training	7:00 – 9:00 pm Mondays and Fridays	Jan 23, 2017 – March 10, 2017	Gymnasium
Merchantville Little League	Spring Baseball / Softball Season	Weekdays 5:00 – 9:00 pm Weekends 9:00 am – 5:00 pm	March 1, 2017 – August 31, 2017	Athletic Fields & Concession Stand
Merchantville PTA	8th Grade Committee Meeting	6:30 – 7:30 pm	December 12, 2016	Room 105

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 November 2016 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of November 2016 **(Attachment B1)**.

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2016. 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 November 2016. The Treasurer's Report and Secretary's report are in agreement for the month of November 2016. **(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:

- November 2016 payroll **(Attachment D1)**
- December 2016 warrants **(Attachment D2)**

Motioned by_____, seconded by_____

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

E. Reorganization Meeting Date Selection

To approve holding the 2017 reorganization and regular meeting on Wednesday, January 5, 2017 at 7:30 PM.

F. Audit

To approve acceptance of the June 30, 2016 audit report with no recommendations. The audit was officially presented at the December 20, 2016 meeting and a summary of audit was made available to the public.

XII. 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.

XIII. 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:*_____

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

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

XV. ADJOURNMENT **TIME:**_____

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