MERCHANTVILLE BOARD OF EDUCATION AGENDA
FEBRUARY 27, 2018

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. Honigfeld	Mrs. Perno
Mr. Fitzgerald	Mr. James	Mrs. Stocker
Mrs. Geddes	Mr. Nussbaum	Mr. Vitiello

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 in length to 5 minutes. The Board of Education reserves the right to limit the total length of the Open Public Comment section to 60 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

Motioned by_____, seconded by_____

- Regular Meeting – January 23, 2018
- Executive Session – January 23, 2018

VI. NEW BUSINESS

- Discussion about the new format of the CSA Evaluation tool to be implemented in 17-18
  - NJSBA Presentation Scheduled for April 24, 2018
- Budget Update for 18-19
- March Meeting Date – Change from March 14 to March 27

VII. UNFINISHED BUSINESS

A. The Merchantville Board of Education approves to affirm the HIB decision for case #1 for the 17-18 school year based on the fact presented at the January 23, 2018 Board of Education meeting.

VIII. COMMITTEE REPORTS

- Policy and Community Engagement Committee
- Education Committee
- Finance: Planning and Utilization – Meeting 2/21
- Personnel Committee – Meeting – Meeting 2/13
- Facilities Committee

IX. COMMUNICATIONS - None

X. CSA REPORT

- January 2018 Monthly Report
- Feb Emergency Drills: Feb 13, 2018 (8:45) – Active Shooter; Feb 21, 2018 (10:30) – Fire Drill
- Update on Board of Education Goal #2 for 2017-2018: Enhance communication and relationships with internal and external stakeholders.

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve items 1 through 4:

(1) That the Merchantville Board of Education approve the 2018-2019 Annual Update to the 2017-2020 Three-Year Preschool Program

(2) That the Merchantville Board of Education approve the 2018-2019 Pre-School Budget plan.

(3) That the Merchantville Board of Education approve the amended calendar for the 2017 -2018 school year. (April 20 which was originally a full day in-service becomes a half day in-service)

(4) That the Merchantville Board of Education approve the calendar for the 2018-2019 school year.

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve items 5 through 9:

(5) That the Merchantville Board of Education approve Ellen Franolich for homebound instruction for a student. Tutoring up to 5 hours per week at $40 per hour starting Jan 22, 2018 until March 2, 2018.

(6) That the Merchantville Board of Education approve Kelsey Moffa to be added to the 2017-2018 substitute list. (Pending completion of paperwork)

(7) That the Merchantville Board of Education approve to pay Ryan Fields $4586 for coaching each basketball team for the 2017-2018 season. (Total of $9672 – Boys and Girls teams)

(8) That the Merchantville Board of Education approve Tracy Thomas as a Special Education teacher long term substitute starting February 1, 2018 until June 30, 2018 at BA Step 1. (16-17 Salary $54,923 – prorated for 50% of the year)

(9) That the Merchantville Board of Education approve volunteer coaches for the 2018 Spring Track season: Shawn Waldron, Andrew Korn and Mark Nickoloff.

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve item 10 and 11:

(10) 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	2nd Grade	46	2	7	April 2018	Art-A-Facts
Philadelphia Zoo – Philadelphia, PA	2nd Grade	46	2	7	May 2018	Class Trip
The Franklin Institute – Philadelphia, PA	3rd Grade	50	2	8	April 2018	Class Trip

(11) **RECOMMEND** that the Merchantville 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
Stacy McAnnaney	Haddon Heights Spanish Articulation	Haddon Heights, High School	Feb 16, 2018	$0
Karen Baker	K-8 Best Practice Sharing	Hainesport Township School Hainesport NJ	Feb 16, 2018	$0

Yuliya Tsypenyuk	2017-2018 Mathematics Workshop for Middle School Teachers	Rutgers University New Brunswick, NJ	April 27, 2018	$195

Informational - Use of Facilities

Group	Event	Times	Dates	Facility
Merchantville PTA	Spirit After Dark	5:30 – 8:30 pm	Fri, Feb 16, 2018	Gymnasium
Merchantville PTA	Diversity Dinner	5:00 – 8:00 pm	Tues, Feb 13, 2018	Cafeteria
Merchantville PTA	8th Grade Meeting	7:00 – 8:00 pm	Mon, Jan 29, 2018 & Feb 26, 2018	Room 105

XII. BUSINESS OFFICE RECOMMENDATIONS

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve items A through D:

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of January 2018 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of January 2018 **(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 2018. 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 2018. The Treasurer's Report and Secretary's report are in agreement for the month of January 2018. **(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.

D. Warrants

The attached bill lists:

- January 2018 payroll **(Attachment D1)**
- February 2018 warrants **(Attachment D2)**

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve item E:

E. Memorandum of Agreement

WHEREAS, the Borough of Merchantville Board of Education ("Board") and the Merchantville Education Association ("MEA") are parties to a collective negotiation agreement that expired on June 30, 2017;

WHEREAS, the committees of Board and the MEA engaged in collective negotiations seeking to agree to terms to a successor collective negotiation agreement;

WHEREAS, as a result of the negotiations between the Board's negotiation committee and the MEA's Negotiation Committee entered into a Memorandum of Agreement dated December 6, 2017 and association salary guides which are both attached hereto as **Exhibit A and B**;

WHEREAS, the Memorandum of Agreement sets forth the terms of a successor collective negotiation agreement being recommended by the Board's negotiation committed and the MEA's negotiation committee;

IT IS HEREBY RESOLVED that the Board adopts and approves the attached Memorandum of Agreement for a successor collective negotiation agreement with the MEA.

XIII. 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 in length to 5 minutes. The Board of Education reserves the right to limit the total length of the Open Public Comment section to 60 minutes. The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member.

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:*_____