MERCHANTVILLE BOARD OF EDUCATION AGENDA
JUNE 26, 2018

I. CALL TO ORDER TIME:_____

I, Elliot Honigfeld, Board President, call this meeting to order under the Open Public Meeting Act at 7:00 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. 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 – June 12, 2018
- Executive Session Minutes – June 12, 2018

VI. NEW BUSINESS

- Open Board seat interviews

VII. UNFINISHED BUSINESS

- Board of Education Self-Evaluation - Board goal setting for July, 2018
- CSA Evaluation finalization will take place tonight

VIII. COMMITTEE REPORTS

- Policy and Community Engagement Committee
- Education Committee – Meeting June 26
- Finance: Planning and Utilization
- Personnel Committee
- Facilities Committee
- Promoting Positive Partnerships

IX. COMMUNICATIONS

X. CSA REPORT

- June Emergency Drills: June 18, 2018 (2:00) – Fire Drill; June 19, 2018 (12:30) – Evacuation
- Grant Writing Update
- End of School Year Report

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve items 1 through 15:

(1) That the Board of Education approve the NJFLI and FMLA leave for Alyssa Maziarz starting July 29, 2018 and returning to work on December 1, 2018.

(2) That the Board of Education approve the NJFLI and FMLA leave for Samantha Gudowski with an anticipated start date of September 14, 2018 and with a return date of December 17, 2018.

(3) That the Board of Education approve, with regret, the resignation of Chris Anselmo as a full-time night custodian effective June 15, 2018.

(4) That the Board of Education approve, with regret, the resignation of Tracy Thomas as a part time non-instructional aide effective June 30, 2018.

(5) That the Board of Education approve Chantel Bechtel as a non-instructional aide starting September 1, 2018 at Step 1 at $15.18 per hour for 5 hours a day.

(6) That the Board of Education approve Amy Diaz-Trumpler as a non-instructional aide from September 1, 2018 to December 1, 2018 at Step 1 at $15.18 per hour for 5 hours a day.

(7) That the Board of Education approve Adrienne Browne as a Junior High School Science teacher for the 2018-2019 school year with a start date of September 1, 2018 at MA Step 6 ($69,775).

(8) That the Board of Education approve Andrea Gleeson as a Special Education teacher for the 2018-2019 school year with a start date of September 1, 2018 at MA Step 1 ($64,775).

(9) That the Board of Education approve Kimberly Arkainno as an Elementary Teacher for the 2018-2019 school year with a start date of September 1, 2018 at BA Step 5 ($61,005)

(10) That the Board of Education approve Alyssa Cardona as a part time Special Education Teacher for the 2018-2019 school year with a start date of September 1, 2018 at MA Step 1 ($64,775) with FTE of 50%.

(11) That the Board of Education approve Nicole Jones as a Basic Skills Teacher for a maternity leave starting September 1, 2018 until December 21, 2018 at BA Step 1 ($57,005)

(12) That the Board of Education approve Shawn Waldron move from BA +30 Step 17 to MA Step 17 ($94,045) due to the completion of the Master's Program – Master of Curriculum and Instruction.

(13) That the Board of Education approve Yuliya Tsyenpyuk as a substitute teacher as needed for the Summer Enrichment Program at a rate of $40 per hour as needed.

(14) That the Board of Education approve Alicia Lord and Lindsay Brooks as substitute teachers as need for the Extended School Year Program at a rate of $40 per hour as needed.

(15) That the Board of Education approve Sindy Bonilla as the soccer coach for the Merchantville School soccer team for the Fall 2018. ($2,048)

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve item 16:

(16) That the Board of Education approve the second reading and adoption of the following policies:

- Policy #1330 – Use of Facility
- Policy #5145.12 – Search and Seizure
- Policy #6114 – Emergency and Disaster Preparedness

Informational - Use of Facilities

Group	Event	Times	Dates	Facility
Haddon Heights Field Hockey	Field Hockey Clinic	8:00 – 10:30 am	Sat, June 30	Football/Field Hockey field
Merchantville Borough	Merchantville Car Show	All Day	Sat, July 14	Parking Lot – Passive Use

XII. BUSINESS OFFICE RECOMMENDATIONS

Motioned by_____, seconded by_____ **ROLL CALL**

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

A. Monthly Reports

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

B. Transfer of Funds

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

- May 2018 payroll **(Attachment D1)**
- June 2018 warrants **(Attachment D2)**

E. Warrants

Approval of the Business Administrator to continue payment of all bills until the next Board of Education meeting. The bill lists for those payments will be submitted at the next Board of Education meeting.

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve item F through M:

F. Non Fair and Open – TNT Consulting
To award a non fair and open contract to TNT Consulting in the amount of $38,500.00 for technology services for the 2018-2019 school year.

G. Non Fair and Open – Cengage Learning
To award non fair and open contract to Cengage Learning in the amount of $19,910.25 for the purchase of Math Curriculum Textbooks as attached for the 2018-2019 school year. **(Attachment G1)**

H. IDEA Grant
To approve submission and acceptance of the 2018-2019 IDEA grant in the following amounts:

IDEA Basic - $151,879.00
IDEA Preschool - $6,482.00

I. ESSA Grant
To approve submission and acceptance of the 2018-201 ESSA grant in the following amounts:

Title I - $77,193.00
Title IIA - $15,364.00
Title III - $1,134.00
Title IV - $10,000.00

J. BCIPJIF Renewal Cost
Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) insurance coverage and student accident coverage for the 2018-2019 school year at a cost of $61,608.00.

K. BCIPJIF Resolution 2018-6-1
Resolution 2018-6-1 directing the distribution of net returned surplus funds held by Burlington County Insurance Pool Joint Insurance Fund in the amount of $3,884.00 to be used to offset the 2018-2019 premium. **(Attachment K1)**

L. Fixed Asset Deletions
To approve the disposal of the attached fixed assets and removal from the fixed asset listing. **(Attachment L1)**

M. PL 2015 Chapter 47
To recognize the attached list to be in compliance with PL 2015 Chapter 47. **(Attachment M1)**

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:_____

MERCHANTVILLE BOARD OF EDUCATION AGENDA
JUNE 26, 2018

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:*_____