MERCHANTVILLE BOARD OF EDUCATION AGENDA
SEPTEMBER 26, 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. Honigfeld	Mrs. Perno
Mr. Fitzgerald	Mr. James	Mrs. Stocker
Mrs. Foster	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

- Regular Meeting and Executive Session – August 22, 2017

Motioned by_____, seconded by_____

VI. COMMITTEE REPORTS

1. Policy and Community Engagement – No Meeting
2. Education Committee – Meeting Sept 26 at 6:30
3. Finance: Planning and Utilization – No Meeting
4. Personnel Committee – Meeting Sept 18 at 8:00
5. Facilities Committee – No Meeting
6. Negotiations Committee – No new Update Since August Meeting

VII. NEW BUSINESS

VIII. UNFINISHED BUSINESS

- Merchantville Board of Education Goal Setting Meeting – Tues, Oct 3, 2017 at 7:30 in the Library

IX. COMMUNICATIONS - None

X. CSA REPORT

- Update on the Opening of School for the 2017-2018 school year
- Choice School Update

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____

(1) **RECOMMEND** that the Merchantville Board of Education approve the Comprehensive Guidance Plan for the 2017-2018 school year.

Motioned by_____, seconded by_____
(2) **RECOMMEND** that the Merchantville Board of Education approve the Merchantville School HIB Self Evaluation for the 2016-2017 school year with a score of 73 out of a possible 78 points.

Motioned by_____, seconded by_____
(3) **RECOMMEND** that the Merchantville Board of Education approve the School Safety plan for the 2017-2018 school year.

Motioned by_____, seconded by_____
(4) **RECOMMEND** that the Merchantville Board of Education continue to be a part of the School Choice program for the 2018-2019 school year.

Motioned by_____, seconded by_____ **Roll Call**
(5) **RECOMMEND** that the Merchantville Board of Education approve moving Shawn Waldron from BA +15 Step 15 (16-17 school year) to BA +30 Step 15 (16-17 school year; Salary = $78,663) on the salary guide for the 2017-2018 school year.

Motioned by_____, seconded by_____
(6) **RECOMMEND** that the Merchantville Board of Education approve the Field Based-Observation Experience for Taylor Mason from Camden County College for the Fall 2017 (15 observation hours – 1st grade)

Motioned by_____, seconded by_____
(7) **RECOMMEND** that the Board of Education approve the review of the following policy:

- 3542.1 – School Wellness / Nutrition

Motioned by_____, seconded by_____
(8) **RECOMMEND** that the Board of Education approve the first reading of the updated polices listed below:

- 3510 – Operation and Maintenance of Plant
- 3516 – Safety
- 5141.4 – Missing, Abused and Neglected Children

Motioned by_____, seconded by_____
(9) **RECOMMEND** that the Board of Education approve the first reading of the adoption of the new policy:

- 3542.2 – School Meal Program Arrears

Motioned by_____, seconded by_____
(10) **RECOMMEND** that the Board of Education approve the submission of the updated Chief School Administrator contract from July 1, 2017 to June 30, 2022 to the Executive County Superintendent for initial approval.

Motioned by_____, seconded by_____
(11) **RECOMMEND** that the Merchantville Board of Education approve Gerald Bennet as a volunteer basketball coach for the 2017-2018 school year.

Motioned by_____, seconded by_____
(12) **RECOMMEND** that the Merchantville Board of Education approve Jamie Bertini and Janice Brill as co-advisors for the Student Government for the 2017-2018 school year. The 16-17 stipend was $1503 which equates to $751.50 per co-advisor. (Previously approved as just one advisor, Janice Brill)

Motioned by_____,seconded by_____
(13) **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
Merchantville Borough	Citizenship in the Community students	13	1	0	Sept – Nov 2017	Walking trips
Longwood Gardens Kennett Square, PA	4th Grade	50	2	2	Oct 2017	
Adventure Aquarium Camden, NJ	1st Grade	40	2	6	March 2018	
YMCA Fairview Lake Camp Newton, NJ	8th Grade	43	4	3	Nov – Dec 2017	

Motioned by_____, seconded by_____ Roll Call

(14) **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
Janice Brill & Samantha Gudowski	Strategies and Structure for Teaching Reading & Writing	Philadelphia, PA	Oct 26, 2017	$249 per person
J. Scott Strong	NJASA Technology Committee	Trenton, NJ	Oct 3, 2017, Dec 6, 2017 May 3, 2018	$0
J. Scott Strong	Camden County Superintendent Round Table	Voorhees, NJ	Sept 15, Oct 6, Nov 3, 2017 Jan 12, Feb 2, Mar 2, April 13, May 4, Jun 8, 2018	$0

Informational Use of Facilities –

Group	Event	Times	Dates	Facility
Merchantville PTA	8th Grade Parent Meeting	7:00 – 8:30 pm	Mon, Sept 18 & Mon Sept 25	Room 105
Merchantville PTA	Fall Book Fair	5:00 – 8:30 pm	Tues, Oct 3	Vestibule Area & 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 August 2017 **(Attachment A1 and A2).**

B. Transfer of Funds
The attached transfer list, with the recommendation of the Superintendent, for the month of August 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 August 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 August 2017. The Treasurer's Report and Secretary's report are in agreement for the month of August 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.

D. Warrants

The attached bill lists:

- August 2017 payroll **(Attachment D1)**
- September 2017 warrants **(Attachment D2)**

Motioned by_____, seconded by_____ Roll Call

RECOMMEND that the Merchantville Board of Education approve item E through K:

E. Tuition Contract

Tuition contract with Haddon Heights Board of Education for student #6551885134 in the amount of $3,500.00 for the 2017-2018 school year.

F. Tuition Contract

Tuition contract with Crescent Hill Academy, Inc. for student #5544298495 in the amount of $54,858.00 for the 2017-2018 school year.

G. CCESC – IDEA - Nonpublic

To approve Camden County Educational Services Commission to provide IDEA services to St. Pete's in the amount of $39,780.00 for the 2017-2018 school year.

H. SNJPC - Nonpublic

To approve The Southern New Jersey Perinatal Cooperative agreement for the 2017-2018 school year in an amount not to exceed $29,289.15.

I. Camden County Library Commission

To approve the Agreement between the Merchantville Board of Education and the Camden County Library Commission. The original agreement is from 2014-2015 and is updated annually to reflect the cost of providing boiler service on Saturdays as needed throughout the school year **(Attachment I1)**.

J. Salaries Charged to Grants

To approve the salaries charged to grants for the 2017-2018 school year **(Attachment H1)**.

K. Non Fair and Open

To award a non fair and open contract to Painterz Edge in the amount of $18,200.00 for painting services during the 2017-2018 school year.

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:**_____

MERCHANTVILLE BOARD OF EDUCATION AGENDA
SEPTEMBER 26, 2017

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