MERCHANTVILLE BOARD OF EDUCATION AGENDA
AUGUST 22, 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. 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 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 – July 25, 2017

Motioned by_____, seconded by_____

VI. COMMITTEE REPORTS

1. Policy and Community Engagement – No Meeting
2. Education Committee – No Meeting
3. Finance: Planning and Utilization – No Meeting
4. Personnel Committee – No Meeting
5. Facilities Committee – August 22nd Meeting
6. Negotiations Committee – Update on Negotiations

VII. NEW BUSINESS

- Installation of new Board member – Craig Nussbaum
- The Merchantville Board of Education Report 2016-2017

VIII. UNFINISHED BUSINESS

- Plan for the development of Merchantville Board of Education Goals for the 2017-2018 school year

IX. COMMUNICATIONS - None

X. CSA REPORT - None

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____

(1) **RECOMMEND** that the Merchantville Board of Education approve the Merchantville School Teacher Handbook for the 2017-2018 school year.

Motioned by_____, seconded by_____ Roll Call

(2) **RECOMMEND** that the Board of Education approve the hiring of part-time evening custodian Richard Reustle Jr starting Sept 1, 2017 at a rate of $14 per hour for up to 29.5 hours per week.

Motioned by_____, seconded by_____

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

Motioned by_____, seconded by_____

(4) **RECOMMEND** that the Board of Education approve the Substitute teacher and Nurse list as presented for the 2017-2018 school year.

Motioned by_____, seconded by_____ Roll Call

(5) **RECOMMEND** that the Board of Education pay the following for substitute pay:

- Less than 4 hours a day is $45 for the day's work
- 4 hours to 5.5 hours a day is $60 for the day's work
- Over 5.5 hours a day is $85 for the day's work

Motioned by_____, seconded by_____ Roll Call

(6) **RECOMMEND** that the Merchantville Board of Education approve Lisa Casey as the detention proctor as needed for the 2017-2018 school year at $25 per hour. Detention is held on Tuesdays and Thursdays from 3:00 to 3:45.

Motioned by_____, seconded by_____ Roll Call

(7) **RECOMMEND** that the Merchantville Board of Education approve Lisa Casey as the homework proctor as needed for the 2017-2018 school year at $25 per hour. Homework club is held Mondays and Wednesdays from 3:00 to 4:00.

Motioned by_____, seconded by_____ Roll Call

(8) **RECOMMEND** that the Merchantville Board of Education approve Lynn Richards as the substitute homework and detention proctor for the 2017-2018 school year at $25 per hour.

Motioned by_____, seconded by_____ Roll Call

(9) **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
Jerry Bennett	*Information Systems *Structural and Mechanical Systems *Management Supervision and Human Resources *Energy Management	Mays Landing, NJ (Atlantic Cape Community College)	*Oct 28, Nov 4, 11 & 18 * Nov 2, 7, 9, & 14 * Sept 7, 12, 14, 19, 26, 28, Oct 3, 5, 10 *Dec 1	$2195 total

Motioned by_____, seconded by_____

(10) **RECOMMEND** that the Merchantville Board of Education approve Richard Krouse as a volunteer soccer coach for the Fall 2017 season.

Motioned by_____, seconded by_____

(11) **RECOMMEND** that the Merchantville Board of Education approve Carrie Rudrow-Kidd as a volunteer choir director for the 2017-2018 school year.

Motioned by_____,seconded by_____

(12) **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
Washington Crossing State Park	Naturalist Club	45	1	4	Oct 2017	Carroll Will Funded Trip

Informational Use of Facilities –

Group	Event	Times	Dates	Facility
Merchantville Little League	Fall Baseball and Softball	Evenings 5:30 – 9:00 & Weekends 8:00 – 6:00	August 31, 2017 – Nov 1, 2017	Athletic Fields (Baseball & Softball)

XII. BUSINESS OFFICE RECOMMENDATIONS

Motioned by_____, seconded by_____ Roll Call

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 June 2017 and July 2017 **(Attachment A1, A2, A3, and A4).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of June 2017 and July 2017 **(Attachment B1 and B2)**.

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2017 and July 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 and C2)**
2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2017 and July 2017. The Treasurer's Report and Secretary's report are in agreement for the month of June 2017 and July 2017. **(Attachment C3 and C4)**
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_____ Roll Call

RECOMMEND that the Merchantville Board of Education approve items D:

D. Warrants

The attached bill lists:

- July 2017 payroll **(Attachment D1)**
- July and August 2017 warrants **(Attachment D2)**

Motioned by_____, seconded by_____ Roll Call

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

E. Tuition Contract

Tuition contract with Burlington County Special Services School District for student #5078866897 and #4998755685 in the amount of $3,700.00 for the 2017-2018 school year (ESY only).

F. Tuition Contract

Tuition contract with Haddon Heights Board of Education for student regular education tuition, special education tuition, 2015-2016 tuition adjustment, and two self contained placements in the amount of $1,301,161.00 for 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:**_____

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