MERCHANTVILLE BOARD OF EDUCATION AGENDA
SEPTEMBER 25, 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
Mrs. Stocker	Mrs. Geddes	Mr. Nussbaum
Mr. Vitiello	Mr. Carcanague	

IV. NEW BUSINESS

- Introduction of New Teachers
- Transportation report / update

V. 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.

VI. APPROVAL OF THE MINUTES - Motioned by_____, seconded by _____

- Regular Meeting – August 28, 2018

VII. NEW BUSINESS

- NJ School Boards Workshop – October 22-25, 2018 – Does anyone plan to attend?

VIII. UNFINISHED BUSINESS

IX. COMMITTEE REPORTS

- Policy and Community Engagement Committee
- Education Committee – Meeting August 28 & Sept 25
- Finance: Planning and Utilization
- Personnel Committee
- Facilities Committee
- Promoting Positive Partnerships

X. COMMUNICATIONS - None

XI. CSA REPORT

- Summer transfers in 37 new students (Not Pre-K & K); transfers out 27 (Not graduating)
- Parent Liaison position has been created and advertised
- Presentation of New Jersey School Finance Background (Finance Committee Request)

XII. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve items 1 through 3:

(1) That the Board of Education approve the HIB School Self-Assessment for the 2017-2018 school year under the Anti Bullying Bill of Rights Act of a score of 75 out of 78.

(2) That the Board of Education approve to continue to be a part of the School Choice program for the 2019-2020 school year.

(3) That the Board of Education approve the Agreement between the Merchantville Board of Education and the Camden County Library Commission. The original agreement is from 2014-2024 and is updated annually to reflect the cost of providing boiler service on Saturdays as needed throughout the school year.

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve items 4 - 9: **Roll Call**

(4) That the Board of Education approve the Field Based Observation Experience for Victoria Sheffer from Fairleigh Dickenson University for January 2019 for 2 weeks.

(5) That the Board of Education approve Samantha Gudowski to move from BA Step 7 to BA +15 Step 7 on the salary guide effective Oct 1, 2018.

(6) That the Board of Education approve the affirmation of the review of the Merchantville School District Monitoring of Special Education Processes, Procedures and Program Implementation as presented from the NJDOE Office of Special Education Policy and Procedures.

(7) That the Board of Education approve Sue Masso as a classroom volunteer for the 2018-2019 school year.

(8) 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
Vanessa Van Sciver	Music Articulation with Haddon Heights	Haddon Heights, NJ	Sept 28, 2018	$0
Reginald Shearer	5th Grade ELA Articulation with Haddon Heights	Haddon Heights, NJ	Sept 24, 2018	$0

(9) 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 Community Center	Garden Club	40	1	0	2018-2019 School Year	Walking Trips After School Gr 3 & Up

XII. BUSINESS OFFICE RECOMMENDATIONS

Motioned by_____, seconded by_____ **ROLL CALL**

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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 July & August 2018 **(Attachment A1 and A2).**

B. Transfer of Funds

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

- August 2018 payroll **(Attachment D1)**
- September 2018 warrants **(Attachment D2)**

E. Prepayment of Bills for 18-19

To approve the attached resolution authorizing prepayment of bills to certain vendors **(Attachment E1)**

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve items F through H:

F. Tuition Contract

Tuition contract with Camden County Technical Schools in the total amount of $32,650.00 less a credit of $7,111.00 (from the 2016-2017 school year) for the 2018-2019 school year (Note: $3,265.00 per student).

G. Tuition Contract

Tuition contract with Haddon Heights Board of Education for regular education tuition, special education tuition, and 2016-2017 tuition adjustment in the amount of $1,840,517.00 for the 2018-2019 school year.

H. Tuition Contract

Tuition contract with Bancroft for student #5544298495 in the amount of $66.00 per hour for homebound instruction for the 2018-2019 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:*_____