MERCHANTVILLE BOARD OF EDUCATION AGENDA
FEBRUARY 26, 2019

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. Carcanague	Mr. Licata	Mrs. Stocker
Mrs. Geddes	Mr. Nussbaum	Mrs. DiSimone

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 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 22, 2019

VI. NEW BUSINESS

- Student Government Update – Victoria Cerini and Taylor Meachum
- 2019-2020 Budget Update

VII. UNFINISHED BUSINESS

- Financial Disclosure Forms
- Governance Training

VIII. COMMUNICATIONS

- Email from parent was sent to the BOE – Mr. Strong addressed the concern

IX. COMMITTEE UPDATES

- Policy and Community Engagement – Meeting to follow BOE meeting
- Education Committee – Feb 15 Meeting
- Finance: Planning and Utilization
- Personnel Committee – Feb 15 Meeting
- Facility Committee – Feb 26 Meeting
- Haddon Heights

X. CSA REPORT

- January Emergency Drills – Jan 8 at 1:00, Fire Drill & Jan 23 at 10:00, Bomb Threat Drill
- January 2019 Report
- 1 HIB Case Investigated – 1 HIB Confirmed (Case #6)
- Use of Facility Update Feb & March 2019

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve items 1 through 9: **Roll Call**

(1) That the Board of Education approve LaMarr McDaniel as a volunteer track coach for the 2019 season.

(2) That the Board of Education approve Andri Gladkowski as a volunteer choir assistant for the 2018-2019 school year.

(3) That the Board of Education approve Ellen Franolich to be added to the substitute list for the 2018-2019 school year.

(4) That the Board of Education approve Andri Gladkowski to be added to the substitute list for the 2018-2019 school year.

(5) That the Board of Education approve Kathleen Petti to be added to the substitute list for the 2018-2019 school year.

(6) That the Board of Education approve to move Yuliya Tsypenyuk from Step 6 BA to Step 6 BA +15 on the salary guide starting February 1, 2019.

(7) That the Board of Education approve leave under the Family Medical Leave Act for Melissa Nettleton from January 23, 2019 to March 1, 2019.

(8) That the Board of Education approve leave under the Family Medical Leave Act for Dawn Grasso from January 28, 2019 to February 11, 2019.

(9) That the Board of Education approve the following teachers for curriculum writing to work with three other districts to create a curriculum in compliance with the state regulations. Teachers will work for three days during the school year under School Business then each will work 18 hours outside of the school hours at $40 per hour to create the curriculum.

a. Heather Wilson for English Language Arts Grades K – 4
b. Margaret Hood for English Language Arts Grades 5 – 8
c. Rebecca Meizinger for Mathematics Grades K – 4
d. Yuliya Tsypenyuk for Mathematics Grades 5 – 8

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve items 10 - 15: **Roll Call**

(10) That the Board of Education approve the Three Year Pre School Program for 2019-2022.

(11) That the Board of Education approve the 2019-2020 Pre School Budget Plan

(12) That the Board of Education approve the second reading and adoption of the policies:
a. Policy # 4111.2 – Domestic Violence
b. Policy # 5145.7 – Gender Identity and Expression

(13) That the Board of Education approve the review of the following policies:
a. Policy # 0100 – Educational Philosophy
b. Policy # 0300 – District Goals & Objectives (T&E)
c. Policy # 1000/1010 – Community Relations Goals & Objectives
d. Policy # 1100 – Communication with the Public
e. Policy # 1110 – Media

f. Policy # 1111 – District Publications
g. Policy # 1120 – Board of Education Meetings
h. Policy # 1140 – Distribution of Materials by Pupils & Staff
i. Policy # 1200 – Participation by the Public
j. Policy # 1220 – Citizen's Ad Hoc Advisory Committees
k. Policy # 1230 – School Connected Organizations
l. Policy # 1250 – Visits to the School
m. Policy # 1312 – Community Complaints & Inquires
n. Policy # 1322 – Contests for Pupils
o. Policy # 1330 – Use of School Facilities
p. Policy # 1410 – Local Units
q. Policy # 1600 – Relations Between Other Entities & the District

(14) 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
J Scott Strong	Educators for Equity	Glassboro, NJ	March 19, 2019	$45
J Scott Strong	Excellence Through Equity in Your School District	Monroe, NJ	February 7, 2019	$149
Karen Baker	Art Best Practices Share	Lumberton, NJ	February 15, 2019	$0
Debra Wurster	Conference for Pre-Kindergarten Teachers	Atlantic City, NJ	February 26, 2019	$244
Rachel Nemerofsky	Guided Math Workshops	Cherry Hill, NJ	February 26, 2019	$259
Jeanne Leise	NJ Association of School Social Workers Spring Institute	Iselin, NJ	March 25, 2019	$95
Vanessa Van Sciver	Music Teacher Professional Development Workshop	Gloucester Township, NJ	March 26, 2019	$0
Deb Huber	Preventing Misguided Guided Reading Instruction (Gr 3 – 6)	Mt. Laurel, NJ	March 22, 2019	$259

(15) 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
Wheaton Village Millville, NJ	4	49	2	8	April 2019	Art-A-Facts
Philadelphia Zoo Philadelphia, PA	2	44	2 + 1 aide	7	May 2019	Class Trip
Kroc Center Camden, NJ	2	44	2 + 1 aide	0	June 2019	Learn to Swim
American Revolution Museum Philadelphia, PA	5	49	2	8	June 2019	Class Trip
University of Pennsylvania, Philadelphia, PA	6	45	2	6	April 2019	Art-A-Facts

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 2019 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of January 2019 **(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 2019. 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 2019. The Treasurer's Report and Secretary's report are in agreement for the month of January 2019. **(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 2019 payroll **(Attachment D1)**
- February 2019 warrants **(Attachment D2)**

Motioned by_____, seconded by_____ **Roll Call**

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

E. CCESC – IDEA - Nonpublic

To approve Camden County Educational Services Commission to provide IDEA services to St. Pete's in the amount of $59,657.00 for the 2018-2019 school year (amended contract due to carryover funds).

F. Tuition Contract

Tuition contract with Haddon Heights Board of Education for student #6551885134 in the amount of $20,325.00 for tuition, $876.00 for speech, and $1,480.00 for OT for the 2018-2019 school year.

G. Tuition Contract

Tuition contract with Haddon Heights Board of Education for student #7206281202 in the amount of $10,696.40 for tuition and $1,459.25 for speech 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 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:*_____