MERCHANTVILLE BOARD OF EDUCATION AGENDA
OCTOBER 22, 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 – September 24, 2019

VI. NEW BUSINESS

- Student Update from the opening of school – Arianah Eustace-Ivery & Taylor Trojan
- Board of Education Goal Update #1 – Social & Emotional Learning
- Negotiations Update
- Food Service Audit Corrective Action Plan

VII. UNFINISHED BUSINESS

- Governance Training – Reminder for those required to complete governance training in 2019, the deadline is 12/31/19.

VIII. COMMUNICATIONS

IX. COMMITTEE UPDATES

- Policy and Community Engagement
- Education Committee
- Finance: Planning and Utilization – Meeting Tues, Oct 22 at 6:30
- Personnel Committee
- Facility Committee
- Haddon Heights

X. CSA REPORT

- CSA September Report
- September Emergency Drills: Sept 6 at 10:00 = Fire Drill & Sept 19 at 2:30 = Lockdown Drill
- Use of Facility Report Sept – Nov
- Bus Safety Evacuation Information was shared with all students Pre-K to 8th Grade in PE classes

- Bus Evacuation Drills were conducted with our Haddon Heights school students
- Week of Respect & Violence and Vandalism Update (Part of SEL Initiative – Goal #1)

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve items 1 - 5: **Roll Call**

(1) That the Board of Education approve Andrew Korn as the Boys and Girls Basketball Coach for the 2019-2020 school year. The MEA contracted rate for the 2019-2020 school year is $2431 per team.

(2) That the Board of Education approve Mark Korn as a volunteer coach for the Boys and Girls Basketball teams for the 2019-2020 school year.

(3) That the Board of Education approve Jerry Bennett as a volunteer coach for the Boys and Girls Basketball teams for the 2019-2020 school year.

(4) That the Board of Education approve Hillary Urena as a non-instructional aide for the 2019-2020 school year. This position is for 25 hours per week (5 hours per day) at Step 1 of the MEA Non-Instructional Guide which is $15.64 per hour. This position will start on Oct 23, 2019.

(5) That the Board of Education approve the following teachers to complete curriculum writing work outside the MEA contracted hours for up to 18 hours of work at the MEA contract agreed rate of $40 per hour. This work will be done in collaboration with sending districts to Haddon Heights High School and Haddon Heights.
   a. Michael Dailey for Physical Education
   b. Sherry Iannucci for Technology / Financial Literacy
   c. Sindy Bonilla for Spanish
   d. Vanessa Van Sciver for Fine Arts – Music
   e. Karen Baker for Fine Arts – Art

Motioned by_____, seconded by_____

RECOMMEND that the Merchantville Board of Education approve items 6 - 8: **Roll Call**

(6) 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.

(7) 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
Brittany Middleman & Melissa Nettleton	Maximizing the Power of Guided Reading	Mt. Laurel, NJ	Dec 19, 2019	$279 each
Kim Klaus	Pre-School Pyramid Training Model – NJDOE	Ewing, NJ	Oct 31 & Nov 1 , 2019 Jan 30 & 31, 2020	$0
Jamie Bertini	Conference for School-Based Speech-Language Pathologists	Newark, NJ	Dec 6, 2019	$289

(8) 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
Princeton Art Museum – Princeton, NJ	Gr 7	44	2	4	Dec 2019	Art-A-Facts
Shofuso House – Philadelphia, PA	Gr 2	42	2 + 1 aide	6	Oct 2019	Art-A-Facts
Delaware Theater Company – Wilmington, DE	Gr 6	50	2	6	Dec 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 August 2019 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of August 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 August 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 August 2019. The Treasurer's Report and Secretary's report are in agreement for the month of August 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:

- September 2019 payroll **(Attachment D1)**
- October 2019 warrants **(Attachment D2)**

Motioned by_____, seconded by_____ **ROLL CALL**

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

E. Tuition - GCSSSD

To approve tuition contract with Gloucester County Special Services School District for student #2810241029 in the amount of $43,290.00 for tuition and $3,000.00 for out of county surcharge for the 2019-2020 school year.

F. Tuition - GCSSSD
To approve tuition contract with Gloucester County Special Services School District for student #1922435313 in the amount of $39,510.00 for tuition and $3,000.00 for out of county surcharge for the 2019-2020 school year.

G. Tuition - BCSSSD
To approve tuition contract with Burlington County Special Services School District for student #5078866897 in the amount of $43,676.00 for tuition and $3,200.00 for out of county surcharge for the 2019-2020 school year.

H. Tuition - BCSSSD
To approve tuition contract with Burlington County Special Services School District for student #8383710512 in the amount of $40,044.00 for tuition and $3,200.00 for out of county surcharge for the 2019-2020 school year.

I. Tuition - BCSSSD
To approve tuition contract with Burlington County Special Services School District for student #4998755685 in the amount of $49,742.00 for tuition and $3,200.00 for out of county surcharge for the 2019-2020 school year.

J. Tuition – Haddon Heights
To approve tuition contract with Haddon Heights Board of Education for student #2919610305 in the amount of $30,837.00 for tuition for the 2019-2020 school year.

K. Tuition – Haddon Heights
To approve tuition contract with Haddon Heights Board of Education for student #7206281202 in the amount of $40,575.00 for tuition for the 2019-2020 school year.

L. Tuition – Haddon Heights
To approve tuition contract with Haddon Heights Board of Education for student #6551885134 in the amount of $25,587.00 for tuition for the 2019-2020 school year.

M. SNJPC - Nonpublic
To approve The Southern New Jersey Perinatal Cooperative agreement for the 2019-2020 school year in an amount not to exceed $21,702.78.

N. Comprehensive Maintenance Plan
To approve the 2020-2021 comprehensive maintenance plan for submission to the county **(Attachment N1)**.

O. Form M-1
To approve the 2020-2021 Form M-1 for submission to the county **(Attachment O1)**.

P. Form 326 & 327
To approve the attached food service procurement procedures (Form 326) and Code of Conduct (Form 327) **(Attachment P1)**.

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:*_____