MERCHANTVILLE BOARD OF EDUCATION AGENDA
MARCH 24, 2022

I. CALL TO ORDER **TIME:_____**

I, Daniel Licata, Board President, call this meeting to order under the Open Public Meeting Act at 7:00 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

Mrs. Aaron	Mr. Honigfeld	Mr. Licata
Mr. Carcanague	Mr. Iannucci	Mrs. Meisner
Mrs. Gaskins	Mrs. Kroot	Mrs. Perno

IV. OPEN PUBLIC COMMENT – AGENDA ITEMS ONLY

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 MINIUTES – Motioned by_____, seconded by_____

- Regular Meeting Minutes & Executive Meeting Minutes– February 24, 2022

VII. NEW BUSINESS

- Introduction of Mrs. Carla Bittner, Superintendent of Haddon Heights School District
- CSA Evaluation submissions completed by April 15

VIII. UNFINISHED BUSINESS

- Mask Optional and Contact Tracing changes starting March 28, 2022

IX. COMMUNICATIONS – None

X. COMMITTEE REPORTS

- Finance and Facility Committee – Meeting March 9
- Personnel and Education Committee – Meeting March 21
- Policy and Community Relations – Meeting March 14

X. CSA REPORT

- Emergency Drills – February 2022: Fire Drill = Feb 10 at 1:00 & Lockdown Feb 22 at 9:37
- Use of Facility Report – March – April 2022 = 0 outside requests
- February 2022 CSA Monthly Report – 2 confirmed HIB cases

XI. CSA RECOMMENDATIONS

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve items 1 - 6:

(1) That the Board of Education approve Miriam Baskies at a long-term substitute teacher from March 7, 2022 to June 30, 2022 at MA Step 1 ($67,966).

(2) That the Board of Education approve Tamisha Moore as a Non-Instruction paraprofessional Step 1 ($17.30 per hour) for 5 hours a day starting April 1, 2022.

(3) That the Board of Education approve Eileen Whelan as a long term substitute as a non-Instruction paraprofessional Step 1 ($17.30 per hour) for 5 hours a day starting April 1, 2022 until June 21, 2022.

(4) That the Board of Education approve James Griffith as a full-time Custodian - Night at an annual salary of $38,000 per year starting on April 25, 2022.

(5) That the Board of Education approve Jenifer Smith and Daniella Cucunato to develop the Summer Reading Program for Summer 2022. The stipend is $500 ($250 each).

(6) That the Board of Education approve Employee # 19153 for maternity leave starting on May 31, 2022. 12 sick days will be utilized from May 31 – June 15 with unpaid days on June 16, 20 & 21. The maternity leave will extend until December 5, 2022.

Motioned by_____, seconded by_____
RECOMMEND that the Merchantville Board of Education approve items 7 - 10:

(7) That the Board of Education approve the following reviewed policies:

9000	Role of the Board
9010	Role of the Member
9020	Public Statements
9113	Filling Vacancies
9121	Election & Duties of President
9130	Committees
9200	Orientation & Training of Board Members
9250	Expenses/Remuneration & Reimbursement
9270	Conflict of Interest
9271	Code of Ethics
9272	Pay to Play
9311	Formulation, Adoption, Amendment of Policies
9312	Formulation, Adoption, Amendment of Bylaws
9313	Formulation, Adoption, Amendment of Administrative Regulations
9314	Suspension of Policies, Bylaws, and Regulations
9320	School Board Meetings
9321	Time, Place, Notification of Meetings
9323/ 9324	Agenda Preparation/Advance Delivery of Meeting Material
9325	Rules of Order
9325.4	Voting Method
9326	Minutes
9400	Board Self-Evaluation

(8) That the Board of Education approve the first reading of the revised policy: Policy #9322 – Public and Executive Sessions

(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
Johnson's Farm – Medford, NJ	K	40	2	6	May 2022	Class Trip
Adventure Aquarium – Camden, NJ	1	40	3	7	May 2022	Class Trip
Philadelphia Zoo Philadelphia, PA	2	40	2	6	May 2022	Class Trip
Philadelphia Zoo – Philadelphia, PA	3	37	2	10	May 2022	Class Trip
Cold Spring Village – Cape May, NJ	4	42	2	6	June 2022	Class Trip
Museum of the American Revolution – Philadelphia, PA	5	38	3	8	June 2022	Class Trip
Brandywine Creek State Park – Wilmington, DE	6	45	2	4	June 2022	Class Trip
Constitution Center & Eastern State Penitentiary – Philadelphia, PA	7	43	3	4	June 2022	Class Trip
Fairview Lakes – Newton, NJ	8	48	2	4	April 2022	Class Trip
Haddon Heights HS – Haddon Heights, NJ	8	48	2	0	March 2022	Quad District Play

(10) 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
Krista Travaglini	Educators for Equity – NJSLA Series 8: Courage and Conviction	Virtual	Spring 2022	$450
Adrienne Browne	Next Generation Science Standards Conference	Virtual	April 4th and 5th	$489

XII. BUSINESS OFFICE RECOMMENDATIONS

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve items A through C:

A. Warrants

The attached bill lists:

- March 2022 warrants **(Attachment A1)**

B. Non Fair and Open

To award a non fair and open contract to REAL Regional for home instruction for the 2021-2022 school year in an amount to exceed $17,500.00 (approximate cost will be $23,088.00)

C. BCSSSD Agreement
To approve the attached agreement for professional services with BCSSSD for the 2022-2023 school year. **(Attachment C1)**

Motioned by_____, seconded by_____ **ROLL CALL**

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

D. 2022-2023 Budget and Resolution
It is recommended that the Merchantville Board of Education approve 2022-2023 School Year Budget, and Resolution, for submission to the Executive County Office of Education.

RESOLUTION

WHEREAS, the Merchantville Board of Education has developed its 2022-2023 School Budget,

WHEREAS, NJAC 6:19-2.7 (a) requires Merchantville Board of Education to adopt and submit a formal Board resolution.

BE IT RESOLVED to approve the 2022-2023 school budget as presented by the administration which includes the following:

	Budget	Local Tax Levy
General Fund	$13,712,223.00	$6,006,987.00
Special Revenue Fund	$1,118,748.00	
Debt Service Fund	$153,750.00	$117,329.00
Total Base Budget	$14,984,721.00	$6,124,316.00

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – for Excess Cost & Other Capital Projects, is $1,600,000.00 for other capital project costs of building renovations and repairs including but not limited to, ADA renovations, Interior renovations, Exterior Renovations, and plumbing. The total costs of these projects is $1,600,000.00 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

E. Maximum Travel Budget
It is recommended that the Board of Education approve the following Resolution:

WHEREAS, the Merchantville Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $150 per staff member where prior Board approval shall not

be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $15,000.00 for all staff and board members.

The maximum travel expenses for all staff for the 2021-2022 school year is limited to $15,000.00 and the amount spent year to date is $0.00.

F. Preschool Education Aid
To approve submission of the 2022-2023 Preschool Education Aid application and acceptance of the award in the amount of $46,291.00.

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;

__X___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: (Chief School Administrator's 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:*_____