MERCHANTVILLE BOARD OF EDUCATION AGENDA
JUNE 23, 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– May 18, 2022

VI. NEW BUSINESS

VII. UNFINISHED BUSINESS

- CSA Evaluation Update – Executive Session followed by approval of the CSA Evaluation
- 2022-2023 Goal Discussion and approval

VIII. COMMUNICATIONS – None

IX. COMMITTEE REPORTS

- Finance and Facility Committee – No Meeting
  - ADA Project Update
- Personnel and Education Committee – No Meeting
- Policy and Community Relations – No Meeting
- Haddon Heights Liaison Update

X. CSA REPORT

- Emergency Drills: Fire Drill = May 20 at 9:38 Fire Drill & May 25 at 2:30 Evacuation Drill
- Use of Facility Report – June 2022
- May 2022 CSA Monthly Report – 1 HIB cases reported & confirmed HIB

XI. CSA RECOMMENDATIONS
Motioned by_____, seconded by_____ **ROLL CALL**
RECOMMEND that the Merchantville Board of Education approve items 1 - 4:
(1) That the Board of Education approve the review of the following policies:

4111	Recruitment, Selection and Hiring
4111.1 / 4211.1	Nondiscrimination/Affirmative Action
4111.2 - 4211.2	Domestic Violence
4111.2	Domestic Violence
4112.2	Certification
4112.4 / 4212.4	Employee Health
4112.6 / 4212.6	Personnel Records
4112.8 / 4212.8	Nepotism
4113/4114/4213/4214	Assignment; Transfer
4115	Supervision
4116	Evaluation
4117.4	Reduction in Force/Abolishing a Position
4117.41	Nonrenewal
4119.21 / 4219.21	Conflict of Interest
4119.22 / 4219.22	Conduct and Dress
4119.23	Employee Substance Abuse
4119.26 / 4219.26	Electronic Communication by the School Staff
4121	Substitute Teachers
4122	Student Teachers/Interns
4123	Classroom Aides (Paraprofessionals)
4131 / 4131.1	Staff Development; In-service Education/Visitation/Conferences
4138 / 4238	Nonschool Employment
4138.2	Private Tutoring
4147 / 4247	Employee Safety
4151 / 4251	Attendance Patterns
4151.1 / 4251.1	Personal Illness and Injury
4211	Recruitment, Selection and Hiring
4215	Supervision
4216	Evaluation
4219.23	Employee Substance Abuse
4222	Non-Instructional Aides
4231 / 4231.1	Staff Development / In-Service Education / Visitations / Conferences

(2) That the Board of Education approve to allow the administration to assign certified personnel to attend mandated Individual Education Plan (as needed), Professional Development planning for the Summer Institute (1 hour per person), School Improvement Panel (2 hours per person) throughout the Summer 2022 at a contracted rate of $40 per hour.

(3) That the Board of Education approve the job description for Guidance Counselor.

(4) That the Board of Education approve the job description for School LPN (Licensed Practitioner Nurse).

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve items 5 - 11:

(5) That the Board of Education adjust the previously approved FMLA Leave for employee number #18030 to start June 8 without using sick days with a return date of Sept 8, 2022.

(6) That the Board of Education approve the 2022 Summer Music Program to run Monday, August 22 – Wednesday, August 31(Monday – Thursday) from 9:00 am – 12:00 pm. Furthermore, to approve Mrs. Vanessa Van Sciver to facilitate this program. The timeframe is for two weeks (3 hours a day for 7 days) at a rate of $40 per hour.

(7) That the Board of Education rescind the Summer Knights program offer to Miriam Baskies for Summer 2022 and
That the Board of Education approve Melody Ransom for the Summer Knights Program at the contracted $40 per hour for 2.5 hours per day Mondays – Thursdays July 5th – August 4th.

(8) That the Board of Education approve the following co-curricular, advisors and coaching positions for the 2022-2023 school year:

Coach, Field Hockey	Ms. Daniella Cucunato	($2088)
Assistant Field Hockey	Ms. MacKenzie Tyler	($1399)
Coach, Cheerleading (Home games only)	Mrs. Alyssa Jackson	($2427)
Coach, Soccer	Ms. Sindy Bonilla	($2088)
Assistant Soccer Coach	Mr. Alvaro Jessy Bonilla	($1399)
Advisor, Student Council	Ms. Jamie Bertini	($1594)
Advisor, Yearbook	Mrs. Alyssa Jackson	($1594)
Advisor, Band	Mrs. Vanessa Van Sciver	($1594)
Advisor, Choir	Mrs. Vanessa Van Sciver	($1594)
Advisor, Musical Director	Mrs. Vanessa Van Sciver	($1594)
Advisor, Garden Club	Mrs. Jen Smith	($1594)
Advisor, Stage Crew	Mr. Shawn Waldron	($1594)
Advisor, Assistant Music Director	Ms. Sindy Bonilla	($1040)
Advisor, Assistant Musical Director	Mrs. Terri Sheffer	($766)
Advisor, Art Club	Ms. Karen Baker	($1594)
Advisor, Running Club	Mrs. Andrea Gleeson & Ms. Yuliya Tsypenyuk	($1594)
Advisor, Model UN	Mr. Shawn Waldron	($1594)
Advisor, Junior Green Team	Mrs. Adrienne Browne	($1594)
Advisor, Newsletter	Mrs. Sherry Iannucci & Mrs. Margaret Hood	($330 each vol)
Minimum of 3 and maximum of 6 for the school year		
Advisor, Gay-Straight Alliance	Mrs. Abbie Wence	($1594)
Advisor, Battle of the Books	Mrs. Jenifer Smith	($1594)
Coordinator, Athletic Director	Mr. Mike Dailey	($2760)
Coordinator, Safety Patrol	Mr. Shawn Waldron	($2760)

(9) That the Board of Education approve Kevin Tocco as the Supervisor of Facility Management starting on August 1, 2022 at a salary of $69,000 per year.

(10) That the Board of Education approve Marica Schanne as the School Licensed Practitioner Nurse starting September 1, 2022 at $35 per hour.

(11) 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
Heather Wilson	Teaching Readers Who Struggle within Primary K-2	Virtual	July 19, 20 and Aug 16	$519

XII. BUSINESS OFFICE RECOMMENDATIONS

Motioned by_____, seconded by_____ **ROLL CALL**

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

A. Warrants

The attached bill lists:

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

B. Warrants

Approval of the Business Administrator to continue payment of all bills through until the next Board of Education meeting. The bill lists for those payments will be submitted at the next Board of Education meeting.

C Capital Reserve - To approve the following resolution:

Resolution, to transfer up to $620,000.00 of 2021-2022 year unspent budgeted Capital Reserve back into the Capital Reserve.

Resolution for Transfer of Current Year Unspent Capital Reserve to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Merchantville Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Merchantville Board of Education has determined that an amount not to exceed $620,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Merchantville Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

D Capital Reserve - To approve the following resolution:

Resolution, to transfer up to $1,500,000 of 2021-2022 year surplus to Capital Reserve.

Resolution for Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Merchantville Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Merchantville Board of Education has determined that an amount not to exceed $1,500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Merchantville Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

E. IDEA Grant

To approve submission and acceptance of the 2022-2023 IDEA grant in the following amounts:

IDEA Basic - $155,852.00
IDEA Preschool - $7,202.00

F. ESEA Grant

To approve submission and acceptance of the 2022-2023 ESEA grant in the following amounts:

Title I - $108,194.00
Title II - $18,062.00
Title III - $3,135.00
Title IV - $10,000.00

G. PL 2015 Chapter 47

To recognize the attached list to be in compliance with PL 2015 Chapter 47. **(Attachment G1)**

H. BCIPJIF Renewal Cost

Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) insurance coverage and student accident coverage for the 2022-2023 school year at a cost of $73,405.00

I. BCIPJIF Resolution 2022-6-1

Resolution 2022-6-1 directing the distribution of net returned surplus funds held by Burlington County Insurance Pool Joint Insurance Fund in the amount of $4,349.00 to be used to offset the 2022-2023 premium. **(Attachment I1)**

J. Non Fair and Open – Decker's

To award non fair and open contract to Decker's, Inc. for the 2022-2023 school year for annual lawn services in an amount to exceed $17,500.00.

K. Non Fair and Open – J&G

To award non fair and open contract to J&G Industrial Supply for the 2022-2023 school year

L. Tuition Contract

Tuition contract with Bancroft NeuroHealth for student #6117766785 in the amount of $86,013.90 for tuition and $42,000.00 for 1:1 aide for the 2022-2023 school year.

Motioned by_____, seconded by_____ **ROLL CALL**

RECOMMEND that the Merchantville Board of Education approve item M:

M. CCESC – WJ Gross

To approve contract with WJ Gross under CCESC Contract #66CCEPS for elevator installation in the amount of $1,299,000.00.

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;

_____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 _____

_____CSA Contract_____)

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);

___X___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 _____**Superintendent Evaluation**_____) ;

_____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. CSA EVALUATION **Roll Call**

Motioned by_____, seconded by_____
RECOMMEND that the Merchantville Board of Education approve the Chief School Administrator Evaluation for the 2022-2023 School Year.

XVII. CSA CONTRACT **Roll Call**

Motioned by_____, seconded by_____
RECOMMEND that the Merchantville Board of Education approve the County approved Chief School Administrator Contract for the term July 1, 2022 through June 30, 2025.

XVIII. ADJOURNMENT **TIME:**_____

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