MERCHANTVILLE BOARD OF EDUCATION MINUTES
October 22, 2013

The Merchantville Board of Education Meeting was held on Tuesday, October 22, 2013, at 7:30 p.m., in The Reading Center located in Merchantville School. Notice of the meeting was published in *The Retrospect.*

Members Present:	Mr. Kabel, Mr. Bohn, Ms. Engelke (8:05), Mr. Morgan, Mrs. Perno, Mr. Honigfeld and Mrs. Stocker
Members Absent:	Mr. Morrone and Ms. Fuentes
Also Present:	Mr. J. Scott Strong, CSA/Principal Ms. Loretta Mansolino, Recording Secretary

The board president led the group in the pledge to the flag of the United States of America.

Audience members attending Board of Education Meetings are permitted to voice their opinions on school-related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting.

Recognition plaques were ordered for all the recent retirees and they were invited to the November 12th board meeting.

OLD BUSINESS

COMMITTEE REPORTS

- **Personnel**
  Discussion on the CSA's evaluation will be held in closed session.

- **Public Relations**
  The next edition of *The Observer* will feature an article on Special Education.

CSA REPORT

- Student Growth Objectives Update
  Paperwork was distributed on SGOs – Student Growth Objectives and discussion followed including: measuring students' growth – different values assessed based on the grade level- Various types of SGOs – all districts in the state are required to utilize the same assessment process.
- Evaluation Procedure Update
  Details were explained – process is underway – each teacher must be evaluated 3x's per year – the timeframes vary for tenured and non-tenured teachers.
- Curriculum Update
  Writing Curriculum is scheduled for the 13-14 school year. Science and Technology are scheduled for the 14-15 school year.

- Violence and Vandalism Update
  One (1) incident to report for the 12-13 school year. (writing that was found on the bathroom stall)

- Week of Respect Update
  Physical Education Teacher and the Guidance Counselor are coordinating this process.

Moved by Stocker, and seconded by Morgan, 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 out of pocket expenses for the parents or the school district.

Approve Class Trips

Place	Grade / Students	# Students	# Teachers	# Outside Chaperones	Month
Johnson's Corner Farm	Kindergarten	42	3	6	Nov 2013
Academy of Natural Science / Drexel University	1st Grade	40	2	8	May 2014

Approved by unanimous voice vote.

Approve Comprehensive Guidance Plan

Moved by Stocker, and seconded by Morgan, that the Board of Education approve the Comprehensive Guidance Plan for 2013-2014, to comply with the QSAC recommendation.
Approved by unanimous voice vote.

Approve Hood And Talarico As Co-Advisors

Moved by Stocker, and seconded by Morgan, that the Board of Education approve Mrs. Nancy Talarico and Mrs. Margaret Hood to serve as co-advisors for the National Junior Honors Society at the contracted rate for the 2013-2014 school year. (Previously, Mrs. Talarico was approved as the only advisor.)
Approved by unanimous voice vote.

Approve QSAC Stmt. Of Assurance

Moved by Stocker, and seconded by Morgan, that the Board of Education approve the QSAC Statement of Assurance for the 2013-2014 school year, as previously forwarded.
Approved by unanimous voice vote.

Approve Increase To Aides' Work Schedule

Moved by Perno, and seconded by Honigfeld, that the Board of Education approve time changes in the following teacher's aides' schedules to meet student's needs.

Employee	Previous Daily Hrs	New Daily Hrs.	New Work Schedule	Effective Date
Lisa Casey	4.25	4.75	9:15 am – 2:00 pm	Sept 30, 2013
Virginia Nolte	4.25	4.5	8:45 am – 1:15 pm	Sept 30, 2013

Approved by unanimous voice vote.

Approve Annual Facility Checklist

Moved by Kabel, and seconded by Perno, that the Board of Education approve the Annual Facility Checklist for the 2013-2014 school year, as previously forwarded.
Approved by unanimous voice vote.

Approve Second Reading And Adoption Of 9000 Series Of Policies

Moved by Honigfeld, and seconded by Perno, that the Board of Education approve the second reading and adoption of the 9000 series of policies. The following policies contained updates.

9000: The Role of the Board of Education
9121: Election and Duties of the President
9200: Orientation and Training of Board Members
9313: Formulation, Adoption, Amendment of Administrative Regulations
9314: Suspension of Policies, Bylaws and Regulations
9320: School Board Meetings
9325: Meeting Procedures
All other 9000 polices were appropriately reviewed. No changes were required.

Approved by unanimous voice vote.

Approve First Reading of 1000 Series Of Policies

Moved by Honigfeld, and seconded by Perno, that the Board of Education approve the first reading of the 1000 series of policies. The following policies contained updates.

1000/1010: Concepts and Roles in Community Relations; Goals and Objectives
1100: Communication with the Public
1110: Media
1111: District Publications

1120: Board of Education Meetings
1200: Participation by the Public
1220: Citizen's Ad Hoc Advisory Committees
1410: Local Units
1600: Relations Between Other Entities and The District
00: Mission Statement

Approved by unanimous voice vote.

Approve 9/10/13 And 9/24/13 Minutes

Moved by Morgan, and seconded by Kabel, that the board of education approve the following minutes:

September 10, 2013 - Regular Meeting
Ayes (6) Noes (0) Abstain (1) Ms. Engelke Motion Carries.

September 24, 2013 – Regular and Closed Session Meetings
Ayes (6) Noes (0) Abstain (1) Mr. Morgan Motion Carries.

Business Office
Moved by Engelke, and seconded by Honigfeld, that the board of education approve the following financial reports:

Board Secretary Financial, Revenue and Treasurer's Reports

Approve Financial Reports For July And August 2013

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of July and August 2013. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 © 3, and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

B. Treasurer's Report in accordance with 18A:17-36 and 18A: 17-9 for the months of July and August 2013. The Treasurer's Report and Secretary's Report are in agreement for the months of July and August 2013.

C. Board Secretary in accordance with N.J.A.C. 6A:23A – 16-10 © 2 certifies that there are no changes in anticipated revenue amount or revenue sources.

D. Board of Education Certification – pursuant to N.J.A. C. 6A:23A-16.10 © 4 – We certify that after review of the secretary's monthly financial report (appropriations section), and upon consultations with the appropriate district officials, that to the best of our knowledge no major accounts for funds have 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.

Approved by unanimous voice vote.
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Approve Payments

Moved by Engelke, and seconded by Honigfeld, that the board of education approve the following payments:

POSTING	AMOUNT	DESCRIPTION
P 16	$153,584.40	9/30/2103 Payroll
		October Bill Run- in process
P 17	$260,496.32	September Bill Run

Approved by unanimous voice vote.
Pgs._____

Approve Transfer Of Funds

Moved by Engelke, and seconded by Honigfeld, that the board of education approve the following transfer of funds:

Posting	Date
A 029	August 2013
A 032	September 2013
A 035	August 2013
A 038	August 2013

Approved by unanimous voice vote
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Approve Various Contracts

Moved by Engelke, and seconded by Honigfeld, that the board of education approve the following contracts for the 2013-2014 school year :

Services Provided	Vendor	Terms	Fees	Notes
Student Transportation to Pennsauken HS	Safety Bus Pennsauken, NJ	9-01-2013 To 6-30-2014	$20,961.00	One Bus One Route Budgeted Item
Natural Gas Services and Electric Generation Services	ACES Alliance For Competitive Energy Services	Thru May 2018	Current Unit Pricing	Renewal of existing resolutions/contracts
League Membership For Co-curricular Activities	Camden County Elementary League	2013 - 2014 School Year	For officials And Franchise fees	Annual Renewal

Approve Tuition-Out And Special Services Contracts

Approved by unanimous voice vote.

Moved by Engelke, and seconded by Honigfeld, that the board of education approve the following e Tuition Out and Special Services contracts for the 2013-2014 school year:

State ID NO.	School	Dates	Transport.	Tuition and Other Fees	Notes
4998755685	Burlington County Special Services School District	9-2013 To 6-2014	Yes	$44,152.00	Continuing Program
4836299131	Gloucester County Special Services School District	9-2013 To 6-2014	Yes	$34,650.00	Continuing Program
2119089755	Gloucester County Special Services School District	9-2013 To 6-2014	Yes	$34,650.00 Plus One-on-one aide $34,650.00	Continuing Program
239788056	Palmyra School District	9-2013 To 6-2014	Yes	$14,84.00 Plus One-on-one aide $37,017.00	Continuing Program Increase in aide charges - special needs

5855855841	Pine Hill Public School	9-2013 To 6-2014	Yes	$23,324.00 Plus Aide charges $8325.00 Plus Before and After School Charges $2000.00	Non Budgeted Student Homeless Situation

Approved by unanimous voice vote

Accept Donations For Music Dept.

Moved by Engelke, and seconded by Honigfeld, that the board of education approve to accept the following donations to the district's music department:

One (1) - A 4 component Quasar Stereo System with speakers and a cart
Donor - Scott and Caren Batterman, Cherry Hill, NJ

One (1) - Gemeinhardt Flute
Donor - Kenneth and Nancy Stoops - Oaklyn, NJ

One (1) - Yamaha Trumpet
Robert and Ellen Taylor - Bensalem, PA.

Approved by unanimous voice vote

Approve Not To Renew PCA As Prescription Provider

Moved by Engelke, and seconded by Honigfeld, that the board of education approve not to renew the district's agreement with PCA (Prescription Corporation of America), as the provider and manager of the district's employees pharmacy benefit program, effective December 31, 2013. The January 2014 premiums reflect a 102.25% increase primarily due to current and projected usage.
Approved by unanimous voice vote
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Approve Resolution To Join The State Prescription Plan

Moved by Engelke, and seconded by Honigfeld, that the board of education approve a joint Resolution with the NJ Division of Pensions and Benefits to participate in the Local Prescription Drug Program, with an effective date of January 1, 2014.
Approved by unanimous voice vote
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Mr. George Fore, reporter for The Observer, asked for a copy of the district's Mission Statement and about the timeframes for the ROD Grant approval and distribution of funds.

Approve To Enter Closed Session

It is recommended that the Board of Education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss a pending court case and the chief school administrator's review. This session is expected to last for approximately one (1) hour. The results of this session will be made public immediately after, or as soon thereafter, as a decision is reached, if permitted by law.

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstance, as whereas this public body is of the opinion that such circumstances presently exist. Now, therefore, be in resolved by the Merchantville Board of Education, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon hereafter specified subject matters. They are:

   a. Any matter which, by express provision of federal law or state statue or rule of the courts, shall be rendered confidential

b. Matters dealing with federal funding
c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.
d. Matters dealing with collective bargaining.
e. Matters dealing with the sale or purchase of public land.
f. Discussion of any pending or anticipated litigation or contract negotiation.

Time: 8:27 p.m.
Approved by unanimous voice vote.

Members Present: Mr. Kabel, Mr. Bohn, Ms. Engelke, Mr. Morgan, Mrs. Perno, Mr. Honigfeld and Mrs. Stocker

Members Absent: Ms. Fuentes and Mr. Morrone

Also Present: Mr. J. Scott Strong, CSA/Principal
Ms. Loretta Mansolino, Recording Secretary

Topic:
Due Process
RE: Students' IEP

Mr. Strong and Ms. Mansolino left the meeting:
Time: 8:32 p.m.

Topic:
Chief School Administrator's Review

Return To Open Session

Moved by Perno, and seconded by Kabel, for the board of education to approve to return to open session.
Time: 11:36 p.m.
Approved by unanimous voice vote.

Adjourn

Moved by Perno, and seconded by Kabel, for the board of education to approve to adjourn this meeting.
Time: 11:37 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary
David Morgan and Edward Bohn, Recording Executive Session Minutes

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