MERCHANTVILLE BOARD OF EDUCATION MINUTES
JUNE 3, 2014

The Merchantville Board of Education's Regular Board Meeting was held on Tuesday, June 3, 2014, 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. Honigfeld, Mr. Vitiello, Mr. Kabel, Mrs. Stocker, Ms. Fuentes, Ms. Engelke, Mr. Morrone, and Mr. Morgan
Members Absent:	Mrs. Perno
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.

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance of this meeting to be published by having the date, time, and place thereof posted in The Retrospect, Borough Hall, Merchantville School and the Reading Center at Merchantville School .

Mrs. Marisa Tkachuk, new PTA President, introduced herself and asked about the board members' plans to promote the passage of the bond. A Strategic Planning Representative will attend the next board meeting, and administration will send all parents information about the scope of the bond work. The list of renovations/upgrades was submitted to the Department of Education for approval. In September, more information will be shared with the community.

Buildings and Grounds Committee Update

Meeting held with the district's architect – discussion included:
Reviewing the ROD Grant upgrade/renovations and the scope of the bond work

APPROVE BOND PROJECT LIST

Bond Project Approval – Moved by Fuentes, and seconded by Morgan, that the board of education approve the Bond Project List, as reviewed by the buildings and ground committee, administration and the district's architect.

Roll Call Vote:

Ayes (8) Noes (0) Abstain (0) Motion carries.

Personnel Committee Update

Meeting held – discussion included:
Approval of the Professional Development Plan
Developing the CSA's Goals and Objectives
The process and progress of the CSA's Evaluation
CSA advised that he conducted a survey and the results indicated that we are understaffed, and should move to an increase the FTE of the Learning Disabled Teacher Consultant
A different course of action is planned for next year to handle the district's students' special education needs
Structure changes to Child Study Team and Administration will be considered
The motion to approve the "Terms of Service" document will not be moved

Education Committee Update

Meeting held – discussion included:
The district's need to expand the special education services and the world language classes offered to our students
For the 14-15 school year, only one language will be offered, Spanish
The "summer reading" program continues this year

Administration is analyzing the students' test scores
The clubs and co-curricular positions need to be evaluated, and structured paperwork developed and followed for these positions, and to determine the stipend amounts for each
Changes to the 7th and 8th grades recess period are being considered

Administration contacted the parents, who attended the last board meeting, and they were invited to be members of the district's Safety Committee, as this committee's duties includes HIB issues.

CSA REPORT

- Strategic Planning Update – Presentation scheduled for June 24
- Summer Hours –
  8 a.m. to 3:00 p.m. – Monday through Thursday- (1/2 for lunch)
  8 a.m. to 1:00 p.m. - Friday – (no scheduled lunch)
- May Monthly Report – distributed
- Poetry Contest winners as sponsored by the Friends of the Pennsauken Library
  - Jordyn Bain, "A Kids Life" 1st Prize – Elementary Level / Serious Category
  - Victoria Cerini, "Mr. Squiggles" 1st Prize – Elementary Level/Amusing Category
    Congratulations to these students.

CSA Recommendations

Moved by Kabel, and seconded by Engelke, that the Board of Education approve the following field trips. These trips are funded 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
Merchantville Community Center	K, 1, 2, 3, & 4 (Each grade level is a different trip)	Entire Grade Level (35-43)	2	Various	June	Walking Trips – No Cost
Merchantville Police Department	1	35	2	0	June	Walking Trip – No Cost

Approved by unanimous voice vote.

APPROVE TRIPS

Not moved **-** that the Board of Education approve the Terms and Conditions of Employment for the Non-Union Merchantville Employees for the period covering July 1, 2014 – June 30, 2015.

APPROVE THOMPSON'S CONTRACT

Moved by Engelke, and seconded by Kabel, that the Board of Education approve to renew the School Business Administrator's contract for the 2014-2015. This contract renews annually, and the salary is $27,435.50.
Approved by unanimous voice vote.

APPROVE PROFESS-IONAL DEVEL. PLAN

Moved by Stocker, and seconded by Fuentes, that Board of Education approve Chief School Administrator's Professional Development Plan for the 2014 – 2015 school year.
Approved by unanimous voice vote.

APPROVE HOMEBOUND INSTRUCTION

Moved by Honigfeld, and seconded by Kabel, that the Board of Education approve for Mrs. Nancy Talarico to provide homebound instruction for student #9123, beginning on June 2, 2014 and ending on June 20, 2014, for 10 hours per week, at the teacher contracted rate of $30 per hour.
Approved by unanimous voice vote.

APPROVE TO INCREASE LORD TO FULL TIME

Moved by Fuentes, and seconded by Honigfeld, that the Board of Education approve an increase to the FTE (full time equivalency) worked for Alicia Lord, a special education, resource room teacher, from 54% to 100%, for the 2014-2015 school year. Salary and step on the guide to be determined by contract negotiations.

(Using the current salary guide, the contracted wages would be $53,129.)
Approved by unanimous voice vote.

Moved by Morgan, and seconded by Kabel, that the Board of Education approve an increase to the FTE (full time equivalency) worked for Sandra Taylor, the district's music teacher) from 75% to 80% for the 2014-2015 school year. Salary and step on the guide to be determined by contract negotiations.
(Using the current salary guide, the contracted wages would be $42,573.)
Approved by unanimous voice vote.

APPROVE INCRESE TO TAYLOR'S FTE

Moved by Vitiello, and seconded by Honigfeld, that the Board of Education approve an increase to the FTE (full time equivalency) worked for Dr. Susan Geverd- Roth, district's Learning Disabled Teacher Consultant (LDTC), Supervisor, and Anti-Bullying Coordinator, from 80% to 100%, for the 2014-2015 school year. Salary to be determined. (Using this year's salary and allowing for a 2% raise, the contracted wages would be $83,165.)

RESCIND MOTION TO MOVE ROTH TO FULL TIME

Discussion followed.

Moved by Vitiello, and seconded by Honigfeld, that the Board of Education approve to rescind this motion.
Approved by unanimous voice vote.

BUSINESS OFFICE:

Approve Financials – Moved by Kabel, and seconded by Fuentes, that the board of education approve the following financial reports for the month of April 2014.

APPROVE FINANCIALS

Board Secretary Financial, Revenue and Treasurer's Reports

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2014. 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 month of April 2014. The Treasurer's Report and Secretary's Report are in agreement for the month of April 2014.

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.

APPROVE PAYMENTS

Approve Payments – Moved by Kabel, and seconded by Fuentes, that the board of education approve the payments as listed on: P 062, and P 063.
Approved by unanimous voice vote.

APPROVE TRANSFERS

Approve Transfers – Moved by Kabel, and seconded by Fuentes, that the board of education approve the fund transfers to various expenditure accounts as listed on: A 123.
Approved by unanimous voice vote.

Approve Y.A.L.E.School Inc. Tuition Contract – Moved by Engelke, and seconded by Fuentes, that the board of education approve an educational contract with Y.A.L.E. School Inc., Medford, NJ, for student ID #9340675310, effective May 12, 2014. Tuition charge of $53,808.30 will be prorated, and the district will provide transportation for this student.
Approved by unanimous voice vote.

Approve Archway Programs Resolution regarding meals – Moved by Engelke, and seconded by Fuentes, that the board of education approve the following resolution for the upcoming 2014-2015 school year:

> ***Be It Resolved*** that the Merchantville Board of Education will not require Archway Schools to charge students for reduced and/or paid meals provided as part of their educational programs, in compliance with the NJ Department of Agriculture's Child Nutrition Program regulations.

Approved by unanimous voice vote.

Approve Bond Proposal – Moved by Stocker, and seconded by Fuentes, that the board of education approve the following resolution authorizing a bond proposal:

RESOLUTION AUTHORIZING A BOND PROPOSAL AT THE ANNUAL SCHOOOL ELECTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF MERCHANTVILLE IN THE COUNTY OF CAMDEN AND OTHER MATTERS RELATED THERETO

Whereas, the Board of Education of the Borough of Merchantville in the County of Camden, New Jersey (the "Board" when referring to the governing body, and the "School District" when referring to the territorial boundaries and the legal entity governed by the Board) is authorized to undertake renovations and improvements of its existing facilities as well as purchase the associated equipment and furniture necessary to provide a thorough and efficient education to the students of the School District; and

Whereas, the Board has conducted a thorough study of its facilities and equipment and has compared this information with student enrollment projections and other demographic information as it relates to the School District; and

Whereas, the Board now wishes to submit a bond proposal at its annual school election on November 4, 2014 to request that the voters of the School District authorize the issuance of bonds to finance certain capital improvement projects; and

Whereas, as a result of such study, the Board wants to authorize the preparation and submission of a school facilities project to the New Jersey Department of Education, Office of School Facilities, for the approval of several capital projects;

Now Therefore Be It Resolved by the Board of Education of the Borough of Merchantville in the County of Camden, New Jersey as follows:

Section 1. That in addition to voting for board member candidates, the Board will submit a bond proposal to the voters of the School District at its annual school election of November 4, 2014.

Section 2. That the Board hereby authorizes the Chief School Administrator, School Business Administrator/Board Secretary, Architect, and Bond Counsel to submit a school facilities project application to the Department, pursuant to the requirements of ***N.J.A.C***. 6A:26-3.1 *et seq.*, in order to determine the preliminary and final eligible costs under the *Educational Facilities Construction and Financing Act* so that the Board can ask the voters to consider a bond proposal at the November 4, 2014 annual school election.

Section 3. That the Board hereby approves the conceptual schematic drawings of the various capital improvements to be undertaken at the various schools by the referendum and, if necessary, herby authorizes the submission of such schematic drawings to the Planning Board of the Borough of Merchantville for its review and comment, pursuant to ***N.J.S.A.*** 40:55D.

Section 4. That the School District's long range facilities plan is hereby authorized to be amended, if necessary, in order to accommodate the capital improvements being contemplated by the bond referendum.

Section 5. This resolution shall take effect immediately.

AYES: (8) Ms. Engelke, Ms. Fuentes, Mrs. Stocker, Mr. Kabel, Mr. Morgan, Mr. Vitiello, Mr. Honigfeld and Mr. Morrone

NAYS: (0) ABSTAIN (0) Motion Carries.

CERTIFICATION OF MOTION

CERTIFICATE

I, William H. Thompson, Business Administrator/Board Secretary of the Board of Education of the Borough of Merchantville in the County of Camden, New Jersey, hereby certify that the foregoing annexed extract from minutes of a meeting of the Board of Education duly called and held on June 3, 2014 has been compared by me with the original minutes as officially recorded in my office in the minute book of the Board of Education and is a true, complete and correct copy thereof, and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Board of Education on this 3rd day of June, 2014.

_____
William H. Thompson,
Business Administrator/Board Secretary

APPROVE MINUTES

Approve Minutes – Moved by Honigfeld, and seconded by Fuentes, that the board of education approve the following minutes:

May 20, 2014 Regular Board Meeting Minutes

May 20, 2014 Closed Session Minutes

Approved by unanimous voice vote.

APPROVE TO RENEW REAL TIME INFORMTION SYSTEM CONTRACT

Approve to renew RealTime Student Information System's Contract – Moved by Fuentes, and seconded by Morgan, that the board of education approve to renew the contract with Real Time, located in Toms River, NJ, to provide the district with the following services for the 2014-2015 school year:

Student Information Basic System	$4,327.00
Notification and Alert System	858.40
Special Education Management/IEP Writer	3,250.00

Approved by unanimous voice vote.

Mr. George Fore, community member and reporter, asked for further information on the bond.

No closed session held.

ADJOURN

Moved by Morgan, and seconded by Engelke, that the board of education approve to adjourn this meeting.
Approved by unanimous voice vote. 8:18 p.m.

_____
Loretta Mansolino, Recording Secretary

MERCHANTVILLE BOARD OF EDUCATION MINUTES
JUNE 3, 2014