MERCHANTVILLE BOARD OF EDUCATION MINUTES
October 8, 2013

The Merchantville Board of Education Meeting was held on Tuesday, October 8, 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, Ms. Fuentes, Mr. Morgan, Mrs. Perno, Mr. Honigfeld and Mrs. Stocker
Members Absent:	Mr. Morrone
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 Pennsauken/Merchantville Trail ended yesterday. In approximately 30 days, the transcripts will be sent to the Administrative Law Judge, and then his/her opinion will be sent to the Commissioner of Education.

Ms. Theresa Lewis, a New Jersey School Board's Representative, presented and discussed the roles and responsibilities of the board of education and the chief school administrator. Discussion included: board committees and their structures, student achievement, board president's duties, district goals, flow of information to the community, oversight and direction for administration, etc.

OLD BUSINESS

COMMITTEE REPORTS

- **Education Committee**
  - **Writing Curriculum Update**
    Merchantville's staff was invited to attend an in-service at the Haddon Heights School District on November 5th.
    Haddon Heights School District was approved as a "Choice School" for the 2014-2015 School year.

- **Policy Committee**
  - **Continuing Review of Policy Series 9000**
  - **Second Reading will take place on Oct 22**

- **Personnel**
  - **CSA Evaluation Update**
    Seven board members have submitted the paperwork to Mrs. Lewis at NJSBA.

    Committee met on October 8th. Discussion included:
    Negotiations process, the advertising requirements for the negotiator, the new health care mandates, and the current timeframe for the district's school day.

CSA REPORT

- QSAC Report for 2012-2013 is being completed.
  The District's Action Plan was approved by the Department of Education, and will be monitored for compliance on: Curriculum Alignment and a Comprehensive Guidance Plan.
- Mid-marking period occurred on Oct 4 – Progress Reports for Grade 6 – 8
- Approximately 25% of parents have logged into RealTime
- School Improvement Panel and DEAC is in place as per ACHIEVENJ
- Monthly Report

That the board of education review the recommendation regarding the following field trip. All funds for this trip 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 Corner Farm	Kindergarten	42	3	6	Nov 2013	

Moved by Engelke, and seconded by Perno, 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
Janice Monahan	Increase Your Students' Writing Success	Cherry Hill, NJ	Dec 12, 2013	$225 Plus substitute fees
Patricia Fields, Jean Cogan, Barbara Gandy, & Carroll McNamara	Writer's Workshop	Haddon Heights, NJ	Nov 5, 2013	$200 ($50 per person) Plus substitute fees, if needed

Approved by unanimous voice vote.

That the board of education review the following time changes to the teacher's aide's schedules to meet the needs of our students.

	Previous Daily Hrs	New Daily Hrs.	New Hours of Work	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

Moved by Perno, and seconded by Fuentes, that the board of education approve the recommendation of the Chief School Administrator to add the following candidate, Linda Stokes, to the 2013-2014 substitute teacher list. Paperwork has been completed.

Ayes (8) Noes (0) Abstain (1) Mr. Kabel Motion carries.

I. Buildings and Grounds Recommendations (Morrone, Kabel, Fuentes)

Informational Use of Facilities -

Group	Event	Times	Dates	Facility
Merchantville 8th Grade Parents	Haunted House	5:00 pm – 10:00 pm	Fri, Oct 25, Sat, Oct 26 & Sun, Oct 27	Library & Small Playground
Boy Scouts, Troop 119	Car Wash	7:30 am – 12:30 pm	Sept 28, 2013	Parking Lot
PTA	Basketball	10:30 am - 2:00 pm	Saturdays – Jan 11 – Apr 12, 2014	Gym
PTA	Basketball	6:30 pm – 9:00 pm	Tues, Wed, Thurs Feb to April 16 (Starting when school basketball concludes)	Gym

IV. Policy Recommendations (Honigfeld, Morgan, Perno)

(5) The Board of Education review the second reading and approval of the policies in the 9000 series. The following policies have 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 should be reviewed as well. There are no changes to them.

Minutes

Approve Minutes – It is recommended that the board of education approve the following minutes:
September 10th and September 24th

Business Office

Revision - The district's auditors, CPA Solutions, will be in on Monday, October 7th through Friday October 18th to audit the 12-13 School Year 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 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.

Payments

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

Transfers

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

Contracts

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

No audience participation.

No closed session held.

Moved by Engelke, and seconded by Morgan, that the board of education approve to adjourn this meeting. 9:20 p.m.

Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary