MERCHANTVILLE BOARD OF EDUCATION MINUTES – JULY 22, 2014

The Merchantville Board of Education's Regular Meeting was held on Tuesday, July 22, 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, Mr. Morgan Ms. Fuentes, Ms. Engelke and Mr. Morrone
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. Amy Meachum, parent and community members, expressed her concerns about the number of retirements over the last two years. Each grade level will be represented by a new teacher, some with no teaching experience. Were exit evaluations give to the retiring employees? Were they returned, and who received and analyzed this data? Per administration, surveys were given to all retirees and they were returned to Mr. Strong, and information shared with Mrs. Perno, chairman of the personnel committee.

Send/Receive Litigation Update – the district's attorney forwarded two letters to the judge, who is reviewing Merchantville's petition, noting the Commissioner of Education's recent approval for the Longport School District to terminate their send/receive relationship with Atlantic City School District.

PTA's request to place a thermometer on school property to keep track of their Fundraising Targets. – Discussion included: wording to be placed on the thermometer, location, will this create confusion with the bond project, permits, construction material, etc.

Buildings and Grounds Committee Update

Committee met today. Discussion included:
Current projects: cafeteria, classroom # 206 and #207, Just Kids Before/After School Program, Updates to the nurse's office, the hallway leading to the gymnasium, and an analyses of the condition of the ventilation ducts.
Permits pending for the renovations to the cafeteria – flooring and furniture were ordered
Room #206 and #207 – floor tiles are being replaced
Just Kids Room – walls are being painted and the kitchen area is being remodeled, some floor tiles will be replaced
The nurse's office – walls were painted, sink, cabinets and floor tiles are being replaced
The hallway leading to the gymnasium – area is being painted and the floor tiles replaced
Ventilation and heating equipment is being tested
Signs are being ordered for the field
At the field, new locks are needed, as one of the organizations has replaced the locks, again, and the district's employees do not have access.

Personnel Committee Update

Committee met. Discussion included:
Recent retirees – exit surveys – distribution and collection process
Salary breakage between retirees and new hires is approximately $130,000
Benefits are not calculated in this figure, as they are unknown at this time
Negotiations continue and future meetings are being scheduled

Reconfiguration of the Child Study Team is being reviewed
New contracted psychologist was hired – fee is $350.00 per day - $25.00 per day increase from prior contracted service

Bond Referendum

Tentative renovations/repairs proposals were submitted to the state for review – not a finalized list
Mr. Vitiello offered to produce a video to educate the community on the condition of the building and the suggested building repairs/renovations with regards to the Bond Referendum, the ROD Grant and the Energy Audit

Presentation from NJSBA

Ms. Terri Lewis, NJSBA board liaison discussed the CSA's Evaluation process with the members
Ms. Lewis distributed the revised comments submitted by the members
This data is to be reviewed by the members and compiled
CSA must receive a "Rice Letter" so the members can discuss the findings and present the evaluation
Merit Goals for CSA – State Guidelines are as follows:
Districts, whose CSA's salaries are capped based on student enrollment, can develop merit goals
The board members determine these goals
The components of the goals must be listed in the CSA's contract
Contract can contain a maximum of five goals – 3 that can be measured, and 2 without measurements
Goals are assessed using varying weighted values
Finalized goals must be submitted to the County Superintendent for approval
Before a bonus can be paid, the progress achieved must be submitted to the county for approval

APPROVE COOK'S RETIREMENT

Moved by Kabel, and seconded by Honigfeld, that the board of education approve, with regret, the acceptance of Mrs. Kelly Cook's letter of retirement, effective June 30, 2014. (Technology Teacher)
Approved by unanimous voice vote.

APPROVE MCNAMARA'S RETIREMENT

Moved by Kabel, and seconded by Honigfeld, that the board of education approve, with regret, the acceptance of Mrs. Carroll McNamara's letter of retirement, effective June 30, 2014. (5th Grade LA / SS Teacher)
Approved by unanimous voice vote.

APPROVE SWANSON'S RETIREMENTS

Moved by Kabel, and seconded by Honigfeld, that the board of education approve, with regret, the acceptance of Mrs. Annette Swanson's letter of retirement, effective as of July 31, 2014. (Speech and Language Therapist)
Approved by unanimous voice vote.

APPROVE LANE'S RESIGNATION

Moved by Kabel, and seconded by Honigfeld, that the board of education approve, with regret, the acceptance of Ms. Diane Lane's letter of resignation, effective July 29, 2014. (Clerk in the Board Office) And, to approve for Ms. Lane to work in the business office, on an "as needed" and "when available", at her current hourly rate, for a period not to exceed 80 hours.
Approved by unanimous voice vote.

APPROVE MJCFSB FOR 14-15 SY

Moved by Engelke, , and seconded by Morgan, that the board of education approve the Marie J. Carroll Foundation's School Budget for the 2014-2015 school year, totaling $33,295.
Approved by unanimous voice vote.

APPROVE TO CANCEL THE FRENCH PROGRAM

Moved by Engelke, and seconded by Morgan, that the board of education approve the cancelation of the French Program for the 2014-2015 school year due to the lack of personnel to teach this program.
Approved by unanimous voice vote.

CANCEL RECESS PERIOD FOR 7TH & 8TH GRADE

Moved by Engelke, and seconded by Morgan, that the board of education approve the cancelation of the Recess Period for 7th and 8th grade students for the 2014-2015 school year. Students will be offered an extended specials period during this timeframe.
Approved by unanimous voice vote.

APPROVE DISCIPLINE CODE OF CONDUCT & DRESS CODE

Moved by Engelke, and seconded by Morgan, that the board of education approve the Discipline Code of Conduct and Student Dress Code for the 2014-2015 school year.
Approved by unanimous voice vote.

APPROVE TO HIRE BARN-SANTANA

Moved by Stocker, and seconded Engelke, that the board of education approve Ms. Yenith Barn-Santana, as a World Language Teacher, with an FTE (full time equivalent) of 38.3%, at a BA + 15 Step 3, using the 2013-2014 salary guide, effective Sept 1, 2014. (Non-Renewal)
Roll call vote:
Ayes (8) Noes (0) Abstain (0) Motion carries.

APPROVE TO HIRE FINN

Moved by Honigfeld, and seconded by Morgan, that the board of education approve Ms. Chrisanthi Finn, as a Basic Skills Instructor, with an FTE (full time equivalent) of 40%, at a MA Step 7, using the 2013-2014 salary guide, effective Sept 1, 2014. (New Position)
Roll call vote:
Ayes (8) Noes (0) Abstain (0) Motion carries.

APPROVE TO HIRE GOTTI

Moved by Fuentes, and seconded by Honigfeld, that the board of education approve Ms. Michelle Gotti, as an elementary teacher at 100% of FTE (full time equivalent), at a BA Step 1, using the 2013-2014 salary guide, starting September 1, 2014. (5th Grade Retirement)
Roll call vote:
Ayes (8) Noes (0) Abstain (0) Motion carries.

APPROVE TO HIRE IANNUCCI

Moved by Morgan, and seconded by Honigfeld, that the board of education approve Mrs. Sherry Iannucci, as a technology teacher at 100% of FTE (full time equivalent) at a MA Step 5, using the 2013-2014 salary guide, starting September 1, 2014. (Technology Teacher Retirement)
Roll Call vote:
Ayes (6) Noes (2) Mr. Kabel and Ms. Fuentes Abstain (0) Motion carries.

APPROVE TO HIRE HALLION

Moved by Vitiello, and seconded by Engelke, that the board of education approve Ms. Rachel Hallion, as an elementary teacher, at 100% of FTE (full time equivalent) at the contracted rate for a MA Step 1, using the 2013-2014 salary guide, starting September 1, 2014. (4th Grade Retirement)
Roll call vote:
Ayes (8) Noes (0) Abstain (0) Motion carries.

APPROVE TO HIRE BERTINI

Moved by Kabel, and seconded by Morgan, that the board of education approve Ms. Jamie Bertini, as a Speech and Language Specialist at 100% of FTE (full time equivalent) at the contracted rate for an MA Step 1, using the 2013-2014 salary guide, starting September 1, 2014. (Speech and Language Retirement)
Roll call vote:
Ayes (8) Noes (0) Abstain (0) Motion carries.

APPROVE TO HIRE HUDDY

Moved by Engelke, and seconded by Morgan, that the board of education approve Ms. Carol Huddy as the district's contracted school psychologist. Ms. Huddy will be contracted to provide services for 75 days at $350 per day for the 2014-2015 school year. (Contract Expired)
Roll call vote:
Ayes (8) Noes (0) Abstain (0) Motion carries.

APPROVE MENTORING PROGRAM

Moved by Stocker, and seconded by Mr. Vitiello, that the board of education approve the Mentoring Program for the 2014-2015 school year.
Approved by unanimous voice vote.

APPROVE ATHLETIC COOR. JOB .DESCRIPTION

Moved by Stocker, and seconded by Vitiello, that the board of education approve the job description for the Athletic Coordinator position.
Ayes (7) Noes (1) Mr. Kabel Abstain (0) Motion carries.

APPROVE MINUTES

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

June 22, 2014 Regular BOE Minutes and Closed Session Minutes
Approved by unanimous voice vote.

APPROVE PAYMENTS

Approve Payment of Bills – Moved by Honigfeld, and seconded by Fuentes, that the board of education approve for payment the bills listed on: P 070, P 071, P 073 and P 074.
Approved by unanimous voice vote.

APPROVE TRANSFERS

Account Transfers – Moved by Honigfeld, , and seconded by Fuentes, that the board of education approve the transfer of funds for June 2014 as listed on: A139, A140, A141, A143 and A 144.
Approved by unanimous voice vote.

APPROVE CONTRACTS

Approve Contracts – Moved by Honigfeld, and seconded by Fuentes, that the board of education approve the following contract for the 2014-2015 school year:

State ID No.	School District	Program Dates	Transport.	No. of Days	Tuition Fees & Aides	Notes
9340675310	Y.A.L.E. Cherry Hill, NJ	7/2014 To 6/2015	Yes	210	$53,146.80	New Student Extended School Year Not Budgeted

Approved by unanimous voice vote.

Approve Financial Reports – Moved by Honigfeld, and seconded by Fuentes, that the board of education approve the following June 2014 reports:

Board Secretary Financial, Revenue and Treasurer's Reports

APPROVE FINANCIALS

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

Mr. George Fore, community member and reporter, suggested that Mr. Vitiello check with the district's attorney on the legality of a board member producing a video for school use. Administration advised Mr. Fore that all open positions have been filled.

Mrs. Amy Meachum, parent and community member, articulated that teacher's classroom experience sometime is more beneficial to students than the teachers' educational background. The learning curve costs for new teachers should be considered in funds classified as "breakage". The timeframes for the district's Spanish Program create a disconnect for the students – the four day cycle is not sufficient contact time. Questioned the status of revising computer curriculum, and stated that that parent would like to see an immediate revision. Administration advised that there will be an outline revision for this school year and the curriculum will be rewritten next summer.

Recess into Closed Session - Moved by Honigfeld, and seconded by Fuentes, that the Board of Education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss matters falling within the attorney-client privilege. This session is expected to last for approximately ten (10) minutes. The results of this session will be made public immediately after, or as soon thereafter, as a decision is reached, if permitted by law. 9:10 pm

ENTER CLOSED SESSION

Approved by unanimous voice vote.

Members Present: Mr. Honigfeld, Mr. Vitiello, Mr. Kabel, Mrs. Stocker, Mr. Morgan Ms. Fuentes, Ms. Engelke and Mr. Morrone

Members Absent: Mrs. Perno

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

Topics:

Consent Order Settlement
- Terms and Conditions
- Process
- Student Evaluations
- Future Settlements

Return to Open Session – Moved by Morrone, and Engelke, that the board of education approve to return to open session. 9:25 pm

RETURN TO OPEN SESSION

Approved by unanimous voice vote.

Approve Settlement Agreement - Moved by Engelke, and seconded by Honigfeld, that the board of education approve the Consent Order Settlement Agreement Ref. No. 2014-21085. OAL Docket No. EDS 06732-2014 S.

APPROVE SETTLEMENT

Roll call vote:
Ayes (8) Noes (0) Abstain (0) Motion carries

Recess into Closed Session - Moved by Honigfeld, and seconded by Fuentes, that the Board of Education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss matters falling within the CSA's Evaluation. This session is expected to last for approximately forty-five (45) minutes. The results of this session will be made public immediately after, or as soon thereafter, as a decision is reached, if permitted by law. 9:27 pm

ENTER CLOSED SESSION

Approved by unanimous voice vote.

Members Present: Mr. Honigfeld, Mr. Vitiello, Mr. Kabel, Mrs. Stocker, Mr. Morgan Ms. Fuentes, Ms. Engelke and Mr. Morrone

Members Absent: Mrs. Perno

Topic:
Discussed the results of the CSA's evaluation survey
Discussion was not finalized
Members are to review summarized results
Plan another meeting to continue the discussion.

RETURN TO OPEN SESSION

Return to Open Session – Moved by Fuentes, and seconded by Morgan, that the board of education approve to return to open session. 10:32 pm
Approved by unanimous voice vote.

ADJOURN

Adjourn – Moved by Fuentes, and seconded by Morgan, that the board of education approve to adjourn this meeting. 10:33 pm
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary and Mr. David Morgan, BOE Member