MERCHANTVILLE BOARD OF EDUCATION MINUTES
JANUARY 26, 2016

CALL TO ORDER
I, Steve Morrone, President, call this meeting to order under the Open Public Meetings Act at 7:30 p.m.

This is to advise the general public and to instruct that it be recorded in the Minutes, that compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Merchantville Board of Education on January 26, 2016, caused to be posted at the Business Office of the 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.

PLEDGE TO THE FLAG

ROLL CALL

Members Present	Members absent	Also Present
Mr. Morrone	Mr. Kabel	Mr. Strong, CSA
Mr. Honigfeld		Mr. Thompson, Business Adm.
Mrs. Stocker		Ms. Mansolino, Recording Sec.
Mr. James		
Mr. Vitiello		
Mr. Fitzgerald		
Mrs. Perno		
Mrs. Foster		

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 to topics to be address on the published agenda and limited in length to 5 minutes.

Ms. Engelke, Mr. Zackary Engelke, Ms. Heather Chapman and Mrs. Ami Meachum were present.

RECOGNITION OF A BOARD MEMBER'S SERVICE
In recognition of her service on the board of education, Mr. Morrone presented a plaque to Ms. Janice Engelke, and thanked her for her service.

APPROVAL OF THE MINUTES
Motioned by Fitzgerald, and seconded by James, that the board of education approve the minutes of January 6, 2016 Reorganization and Closed Session as presented, and to dispense with the reading of same.
Roll Call Vote: Morrone, Honigfeld, James, Vitiello, Fitzgerald, Perno voting Yes
Stocker and Foster voting to Abstain <u>Motion Carries.</u>

NEW BUSINESS
Code of Ethics
(Distributed, read, signed and returned.)

Committee Appointments:
Business and Facilities
C- Vitiello, Kabel and Foster
Curriculum and Instruction
C-Stocker, Perno and James
Policy and Legislation
C- Honigfeld, Fitzgerald and James

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Appointments:

Camden County Educational Services	Fitzgerald
Haddon Heights Board of Education	Honigfeld
Merchantville County Library	Vitiello
Pennsauken Board of Education	James
PTA	All members

UNFINISHED BUSINESS

- *Update on Court Case* - A 10th grade students requesting to attend Haddon Heights Parents withdrew their suit against the district.

- *Bond Project Update*
  Completed projects – the auditorium roof, the electrical updates, the brick pointing, the exterior upgrades and four (4) bathrooms
  Outstanding projects – "punch list" items for various projects and two (2) bathrooms
  The budget for the renovations capped at 2 million dollars – the list of projects exceeded this cap – plans were drawn up – bids were accepted and work on projects began – engineers followed the plan drawings – there are differences between the actual plans and expectations – cost was the driving force in all projects – the district has protection as performance bonds were issued for all projects – Mr. Vitiello's video of the bond work is receiving my positive responses.

- *Budget Update*
  The impact on the budget for tuition payments for the students' enrollment at Haddon Heights
  The tuition expenditure line will increase by approximately $252,000. The 2% maximum amount of the increase to the budget totals $90,000.

- *Motion to affirm the decision on HIB Case #3* (2015-2016 school year)
  Moved by Honigfeld, and seconded by Vitiello, that the board of education approve that the HIB Case #3 that did not meet the classification under the HIB category.
  Morrone, Honigfeld, James, Vitiello, Fitzgerald, Perno voting Yes
  Stocker and Foster voting to Abstain Motion carries.

- *Update on Use of Facility request from St. Pete's Football*
  Administration met with the team's representatives. They are requesting to utilize the district's fields for practices. They stated they are not in a position to pay the district's Use of Facilities fees.

NO COMMUNICATIONS ITEMS

CSA REPORT

- *Affirmation of our HIB Self-Evaluation of a score of 72 of 78.*
  This self-evaluation process evaluates the process. Documentation is required as to what programs are in place to recognize and reduce peer issues

- *Update on LEAD Drug Program*
  Presented with the Merchantville Police – Police Officer delivers the curriculum – directed to students in 5th grade - replaces the DARE Program - the classroom teacher attends this program – various character education topics are discussed

- *Snow Removal*
  A special thank you is extended to Mr. Bennett and Mr. Anselmo for the excellent job they did In clearing the snow around the building

CSA RECOMMENDATIONS

Request for Leave under FMLA
Moved by Perno, and seconded by Honigfeld, that the board of education approve the maternity leave, under the guidelines of the FMLA, for Mrs. Kara Temeles who works for the district as a part-time, preschool teacher. Mrs. Temeles intends to utilize her banked time (Sick and personal days). The leave will begin on February 29, 2016, and extends through the end of the 2015-2016 school year, and for the entire 2016-2017school year. Mrs. Temeles intends to return on September 1, 2017.
Motion Carried: 8-0

Approve Substitute
Moved by Perno, and seconded by Honigfeld, that the board of education approve to add Mr. Paul Kelly to the substitute list for the remainder of the 2015-2016 school year. Mr. Kelly's estimated availability date is January 27, 2016, and he will be paid at the sub rate of $85.00 for a full day and $50.00 for a half day of services.
Motion carried: 8-0

Approve Workshops
Moved by Perno, and seconded by Honigfeld, 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
Sherry Iannucci	Best Apps, Digital Tools & Web Resources to Increase Student Learning	Voorhees, NJ	March 16, 2016	$239 each
Ellen Franolich	NJ Conference of Kindergarten Teachers	Atlantic City	Feb 22, 2016	$242

Motion carried: 8-0

Approve Homebound Instruction
Moved by Perno, and seconded by Honigfeld, that the board of education approve Mrs. Samantha Clements-Gudowski as a homebound instructor for student #10708, for up to 5 hours a week. The instruction will continue through February 26, 2016, at a rate of $40 per hour.
Motion carried: 8-0

Approve Termination
Moved by Perno, and seconded by Honigfeld, that the board of education approve the termination of Mrs. James Wyckoff, who served as the daytime custodian. Mr. Wyckoff's last day was Friday, January 15, 2016.
Motion carried: 8-0

Approve Hiring of day time Custodian
Moved y Stocker, and seconded by Foster, that the board of education approve to hire Mr. Christopher Anselmo as the full time day custodian, at a base salary of $ 37,440.00, with benefits, starting on Monday, January 18, 2016. (Mr. Anselmo was previously employed as a part-time night custodian.)
Roll call vote.
Fitzgerald, Vitiello, James, Stocker, Honigfeld, Foster, Perno and Morrone voting Yes.
Motion carries.

Approve Field Trip
Moved by Perno, and seconded by Honigfeld, that the board of education approve the following field trip. All funds for these trips 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
Palmyra Cove Nature Park – Palmyra, NJ	1st Grade	37	2	6	March	Class Trip

Motion carries: 8-0

Use of Facilities

Group	Event	Times	Dates	Facility
PTA Talent Show	Talent Show and Rehersal	Mon - Thurs, After School, depending on auditorium availability	Jan 4, 2016 – Feb 11, 2016 Evening of Feb 11	Auditorium

Business Office Recommendations

Approve Payments
Moved by James, and seconded by Perno, that the board of education approve the following payments, as reviewed by the head of finance, and approved by the business administrator:

Accounting Period and Bath	Total Amount
Dec. 2015 – P 28 – Warrants	8010.10
January 2016 – P 29 – Warrants	306,053.02
Dec. 2015 – P 30 – Payroll	173,233.44
January 2016 – P 31 – Payroll	167,921.35
January 2016 – P 32	241,750.29

Motion carries: 8-0

Approve to Void Checks
Moved by James, and seconded by Perno, that the board of education approve to void the following checks:

#003827 - $1200.00 – issued 12/19/15 - Marie H. Katzenbach School Deaf
Check returned – tests were never administered to the student

#003657 - $81.00 – issued 10/27/15 - Francotyp-Postalia, Inc.
Check was returned – will be reissued and mailed to a different address

Motion carries: 8-0

Approve Account Transfer
Moved by James, and seconded by Perno, that the board of education approve the recommendation of the CSA and the business administrator, and approve following transfer of budget appropriation transfers between accounts in the GAAP format as per attached sheet #A 062.
Motion carries: 8-0

RECOGNITION OF CITIZENS
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 to topics to be address on the published agenda and limited in length to 5 minutes. The

public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member

Ms. Engelke and Mrs. Meachum were present.

No closed session held.

Adjourn
Motioned by Perno, and seconded by Foster, that the board of education approve to adjourn this meeting.
Motion Carries: 8-0 8:58 p.m.

Respectfully Submitted,

Loretta Mansolino, Board Secretary