MERCHANTVILLE BOARD OF EDUCATION MINUTES
APRIL 12, 2016

CALL TO ORDER

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

Sunshine List: The Merchantville Board of Education meeting is called to order. The board of education is in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Merchantville Board of Education on April 12, 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.

ROLL CALL

Members Present	Members absent	Also Present
Mr. Morrone	Mr. Kabel	Mr. J. Scott Strong, CSA
Mrs. Stocker	Mr. Fitzgerald	Mr. William H. Thompson, Business Administrator
Mr. James		
Mr. Vitiello		Ms. Loretta Mansolino, Board Secretary
Mrs. Foster		
Mrs. Perno		
Mr. Honigfeld		

Also Present: Mr. Dailey, Miss Richards, Mr. Fore and parents of students receiving awards.

PLEDGE TO THE FLAG

NO OPEN PUBLIC COMMENT

APPROVAL OF THE MINUTES

Moved by Perno, and seconded by James, for the board of education to approve the following board minutes: MARCH 15H MINUTES

Regular Meeting – March 15, 2016

Roll call vote:
Voting yes Stocker, James, Vitiello, Foster, Perno, Honigfeld and Morrone Motion carried.

NEW BUSINESS

- Honoring top fundraisers for the Jump Rope / Hoops For Heart campaign in February 2016:
  - Sophia Bordi, Nico Malone, Ella Stout, Lily Weiler, AJ Perno

UNFINISHED BUSINESS

- Board of Education Self-Evaluation – please complete

- *Business & Facilities Update – March 22nd Meeting*
  District's field is an Asset that is in need of improvement – A short and long term plan should be developed and set in place – Input from experts (architect and/or engineer) – Lease Purchase was suggested for upgrades – Scope of the use of the fields versus the cost factors - Consider participating in an Energy Program – ESIP (Energy Savings Incentive Program) - use the energy savings to offset the Lease Purchase Upgrades - All RFQ (Requests for Quotes) for all professional services will be posted on the website soon – Appointments are made in June for a July 1st start date.

- Budget Scenarios
  Board Members and administration discussed the impact of reducing the budget by two different amounts - $153,975 and $199,672, and what expenditure lines would be reduced to achieve these reductions. The board requested that at the Public Hearing on the Budget, administration should reduce the original budget by $153,975, and present that data: Information:

This represents a 3% increase, utilization of $45,697 of banked cap, a tax impact of approximately 9.53cents for every $100 of assessment, and for the average home in Merchantville assessed at $185,700, the tax increase is $176.99.
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COMMUNICATIONS

- Mrs. LaJeunesse's letter submitted to the Board of Education – held for closed session

CSA REPORT

- Monthly Report
- Emergency Drills March: March 9 @ 1:03 = Fire Drill; March 16 @ 2:25 = Bomb Threat Drill

CSA RECOMMENDATIONS

ALBRIGHT STUDENT TEACHER

Motioned by Stocker, seconded by Foster, that the Board of Education approve Ms. Amber Albright for a student teacher placement for the fall 2016. (Time frame - September 7, 2016 – December 16, 2016: Grade K – 6 placements)
Motion carried: 7-0

ANDERSON VOLUNTEER COACH

Motioned by Stocker, seconded by Foster, that the Board of Education approve Mr. Michael Anderson as a volunteer coach for the spring 2016 Track Season, pending completion of a background check.
Motion carried: 7-0

VIVIANI LEAVE REPLACE-MENT

Motioned by Perno, seconded by Vitiello, that the Board of Education approve to hire Ms. Joei Viviani, as a maternity leave replacement, from April 20, 2016 to the end of the 2015-2016 school year. This position will be at a BA Step 1 ($53,053) on the salary guide, pro-rated to the amount of time worked, and pending the completion of paperwork. This employee will not be eligible for medical benefits. (Mrs. Maziarz replacement – 3rd grade)
Roll Call Vote:
Voting yes Stocker, James, Vitiello, Foster, Perno, Honigfeld and Morrone Motion carried.

LAVINE LEAVE REPLACE-MENT

Motioned by Honigfeld, seconded by Perno, that the Board of Education approve to hire Ms. Elizabeth Annette LaVine, as a maternity leave replacement, from May 4, 2016 to the end of the 2015-2016 school year. This position will be at a BA Step 1 ($53,053) on the salary guide, pro-rated to the amount of time worked, and pending the completion of paperwork. This employee will not be eligible for medical benefits. (Mrs. Hood replacement – 8th grade ELA)
Roll Call Vote:
Voting yes Stocker, James, Vitiello, Foster, Perno, Honigfeld and Morrone Motion carried.

CCELIAP

Motioned by Foster, seconded by Honigfeld, that the Board of Education approve for Merchantville School to participate in the Camden County Elementary League Interschool Athletic Program for the 2016-2017 school year, and to agree to adhere to the Constitution and Bylaws of the Camden County Elementary League.
Motion carried: 7-0

RANSOME FROM EMPLOYEE TO SUB

Motioned by James, seconded by Vitiello, that the Board of Education approve for Ms. Breanna Ransome to be moved from the part-time custodian position to a substitute custodian position beginning April 8, 2016.
Roll Call Vote:
Voting yes Stocker, James, Vitiello, Foster, Perno, Honigfeld and Morrone Motion carried.

SHIELDS P/T CUSTODIAN

Motioned by Vitiello, seconded by Honigfeld, that the Board of Education approve Mr. Paul Shields as a part-time custodian, at an hourly rate of $15, for 24.5 hours a week, with an effective date of April 13, 2016. (Pending completion of paperwork & criminal background check)
Roll Call Vote:
Voting yes Stocker, James, Vitiello, Foster, Perno, Honigfeld and Morrone Motion carried.

Motioned by James, seconded by Foster, that the Board of Education approve the following field trips. trips. 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
Pump-It Up Marlton, NJ	3 – 8 / Service Trip	125	3	12	May	Service Trip
Philadelphia Zoo Philadelphia, PA	2	44	2	8	May	Class Trip
Fulper Family Farmstead Lambertville, NJ	K	47	2	5	May	Class Trip
Garden State Discovery Museum Cherry Hill, NJ	Pre-K	18	3	2	May	Class Trip
Statue of Liberty & Ellis Island – Liberty Island, NJ/NY	6	36	2	6	May	Class Trip
The Barnes Foundation – Philadelphia, PA	5	39	2	4	June	Art-A-Facts
The Shofusu House & Garden – Philadelphia, PA	3`	36	2	6	June	Art-A-Facts
Eastern State Penitentiary & Walking Tour – Philadelphia, PA	8	35	2	7	May	Art-A-Facts
American Visionary Art Museum & Fort McHenry – Baltimore, MD	7	44	3	6	May / June	Art-A-Facts
Palmyra Cove Palmyra, NJ	7	44	3	2	May	Class Trip – Replacing Previous Batsto Trip

Motion carried: 7-0

TRIPS

Motioned by James, seconded by Foster, that the board of education approve the recommendation of the Chief School Administrator to approve the request for a leave of absence for Mr. Henry Kabel, board member. The approximate timeframe is April 1st to June 30th 2016.
Motion carried: 7-0

LEAVE-KABEL

WORKSHOP

Motioned by James, seconded by Foster, that the board of education approve the recommendation of the Chief School Administrator for attendance at the following Professional Development Workshop:

Attendee	Event	Place of Event	Date	Cost
Caren Batterman	Gr K – 2 Practical Ways to Differentiate Instruction	On-line	Flexible (No Sub needed)	$139

Motion carried: 7-0

Business Office Recommendations

Approve Payments
Motioned by Foster, seconded by Honigfeld, that the board of education approve the following payments, as reviewed and submitted by the business administrator.
PAYMENTS (attachments)

ACCOUNTING PERIOD AND DATA	*TOTAL AMOUNT*
March 2016- 3/15/2016 Payroll	164,601.47
March 2016 Bill Run – Monthly	371,307.84
March 2016 – 3/31/2016 Payroll	166,407.61
March 2016 – Deductions from State Aid	26,392.10

Motion Carried: 7-0

Approve Budget Appropriation Transfer
TRANSFERS Motioned by Foster, seconded by Honigfeld, that the board of education approve the following transfer of accounts for the month of January 2016 as listed on, and approved by the business administrator: A 090, A 091, A 092, and A 098. (attachments)
Motion carried: 7-0

Approve the Following Contracts
CONTRACTS Motioned by Foster, seconded by Honigfeld, that the board of education approve the administrator's recommendation to approve the following contracts and consultant's agreements:

VENDOR	SERVICE	TIMEFRAME	RATES	NOTES
BCIJIF (Burlington County Insurance Pool Joint Ins. Fund)	Consultants for the District's Insurance Policies	7-1-2016 To 6-30-2017	Percentage of Renewal Rate	Part of Consortium Agreement
Gold Medal Environmental	One trash pick up from 2 dumpster – one time per week	March 2016 To March 2020	1st year - $65.40	Rates increase slightly each year of the contract

Motion carried: 7-0

JANUARY AND FEBRUAY FINANCIAL REPORTS *Approve Financial Reports* – It is recommended that the board of education approve the following January 2016 and February Reports:

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 January 2016 and February 2016. 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 January 2016 and February 2016. The Treasurer's Report and Secretary's Report are in agreement for the months of January 2016 and February 2016.

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.
(attachments)

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William H. Thompson, Business Adm. Date
Motion carried: 7-0

EXECUTIVE SESSION
Matters to be discussed under Section 8 of the Open Public Meeting Act.

EXECUTIVE SESSION

Moved by Perno, seconded by Foster, to adopt the following resolution to recess meeting to discuss a personnel issue, this session is expected to last for approximately ten (10) minutes. Action will be/will not be taken upon returning to open session.

Resolution for Executive Session:
Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public form from a meeting in certain circumstances, and whereas this pubic body is of the opinion that such circumstances presently exist. Now, therefore, be it 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 thereafter specified subject matters. They are:

   a. Any matter which by express provision of federal law or state statue or rule of court shall be rendered confidential.
   b. Matters dealing with federal funding.
   c. Discussion of any material, the disclosure of which would constitute an unwarranted invasion of an individual's 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.

Motion Carried: 7-0

Members Present	Members absent	Also Present
Mr. Morrone	Mr. Kabel	Mr. J. Scott Strong, CSA
Mrs. Stocker	Mr. Fitzgerald	Ms. Loretta Mansolino
Mr. James		Board Secretary
Mr. Vitiello		
Mrs. Foster		
Mrs. Perno		
Mr. Honigfeld		

Topic:
Employee's letter submitted to the board
Discussion on content
Response – required/not required
Placement of a copy in employee's personnel file

RETURN TO OPEN

RESUMPTION OF PUBLIC PORTION
Moved by Honigfeld, and seconded by James, that the board of education approve to return to open session. 9:05 p.m.
Motion carried: 7-0

ADJOURNMENT

Moved by Perno, and seconded by James, that the board of education approve to adjourn this meeting. ADJOURN
9:06 p.m.
Motion carried: 7-0

Respectfully submitted,

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Loretta Mansolino, Board Secretary