MERCHANTVILLE BOARD OF EDUCATION MINUTES
MAY 24, 2016

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 May 24, 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. J. Scott Strong, CSA
Mrs. Stocker		Mr. William H. Thompson, Business Administrator
Mr. James		Ms. Loretta Mansolino, Board Secretary
Mr. Vitiello		
Mrs. Foster		
Mr. Fitzgerald		
Mr. Honigfeld		
Mrs. Perno		

Also Present: Mr. McLoone and Mr. Fore

PLEDGE TO THE FLAG

OPEN PUBLIC COMMENT

Mr. McLoone was advised that NJ School State Aid is based on student enrollment, but, for many years, the state has not adjusted any district's aid to account for increased enrollments.

APPROVAL OF THE MINUTES

MAY 10, 2016 MINUTES

Motioned by Vitiello, and seconded by James, that the board of education approve the following minutes:

Regular Meeting – May 10, 2016

Motion carried: 8-0

NEW BUSINESS

Presentation - Energy Savings Improvement Program

Mr. Brain McGair, a representative from Schneider Electric, reviewed the parameters of the ESIP (Energy Savings Improvement Program) and the role of the ESCO – Energy Services Company. An overview brochure was shared with all members.
The energy upgrade costs are paid thru the energy savings
An energy audit will be scheduled

NJSBA Goal Setting Meeting – Tues, June 14th at the Board of Education Meeting

Ms. Terri Lewis, NJSBA, will attend the next meeting and help with the Goal Setting Process.

Curriculum & Instruction Meeting Update (May 10th Meeting)

Discussion - The CSA Evaluation – Terms of Employment Agreement for non NJEA Employees – Departmentalization of the middle school classes – GATE Program will be built into next year's schedules, the payroll savings resulting from the recent retirements will be used to purchase Chrome Books for the lower grades – ELA Teachers are offering a Book Give Away Program that aims to provide each student with 2 books to read this summer – Performance Report Data was reviewed – To be eligible for the payment of Merit Pay, the CSA attended a county meeting regarding the development and submission of Merit Goals that will be presented for approval

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Business & Facility Meeting Update (May 24th Meeting)

Minutes will be presented at the next meeting.

UNFINISHED BUSINESS

CSA Evaluation Process – Held for closed session

Search for a replacement for the open seat on the board

Mr. Lee Plenn, board applicant, was invited to attend the next meeting, and will be interviewed by the board members.

COMMUNICATIONS

Ms. Patrice LaJeunesse and Mrs. Nancy Talarico, this year's retirees, were invited to attend the next meeting.

CSA REPORT

April Emergency Drills

- Fire Drill – April 14 at 9:45
- Evacuation Drill – April 21 at 2:30

School Performance Report Update

Mr. Strong reviewed the data.

CSA RECOMMENDATIONS

CURRICULUM WRITING

Motioned by Honigfeld, seconded by Perno, that the Merchantville Board of Education approve for the following employees to develop the writing curriculum over the summer. Each employee will be paid an hourly rate of $40 per hour, not to exceed 30 hours of work per curriculum guide.

Social Studies	Kindergarten	Caren Batterman & Ellen Franolich
Social Studies	1st Grade	Melody Ransom & Patricia Fields
Social Studies	2nd Grade	Kathi Harvey-Wilson & Teri Sheffer
Social Studies	3rd Grade	Deborah Huber
Social Studies	4th Grade	Rachel Hallion
Social Studies	5th Grade	Rachel Hallion
Social Studies	6th Grade	Janice Brill & Shawn Waldron
Social Studies	7th Grade	Shawn Waldron
Social Studies	8th Grade	Shawn Waldron
Science	6th Grade	Vanessa Van Sciver
Science	7th Grade	Vanessa Van Sciver
Science	8th Grade	Vanessa Van Sciver

Motion Carried: 8-0

CURRICULUM WIRITING

Motioned by Honigfeld, seconded by Perno, that the Merchantville Board of Education approve for the following employees to develop a writing curriculum over the summer. Each employee will be paid an hourly rate of $40 per hour, not to exceed 15 hours of work per curriculum guide. These courses are not offered on a daily basis.

GATE	Elementary	Janice Brill
GATE	Junior High	Janice Brill

Motion Carried: 8-0

GROHE SUB

Motioned by Honigfeld, seconded by Perno, that the Board of Education approves the addition of Ms. Alison Grohe to the substitute list for the 2015-2016 school year, pending the completion of paperwork.

Motion Carried: 8-0

APPROVE ELECTIVE COURSES

Motioned by Honigfeld, seconded by Perno, that the Board of Education approve for the following courses be added to the curriculum for 7th and 8th grade electives:

Intro to Psychology, LEGO Robotics, Film Appreciation, Coding II, Video Production, and 21st Century Readers.

(Previous approved and offered electives are Spanish I, Adventure Fitness, and Citizenship in Our Community, Coding I, Health & Wellness, Genealogy Class, Geospatial STEM Exploration, Digital Photography, and Student Study Skills.)
Motion carried: 8-0

Coaches And Advisors

Motioned by Honigfeld, seconded by Perno, that the Board of Education approve the appointment of coaches and advisors for the 2016-2017 school year, at the contracted rates, as per the MEA Agreement:

Coach, Field Hockey	Mrs. Ami Meachum	($1969)
Coach, Soccer	Mr. Ryan Fields	($1969)
Coach, Boy's Basketball	Mr. Ryan Fields	($4586)
Coach, Girl's Basketball	Mr. Ryan Fields	($4586)
Coach, Spring Track	Mr. Michael Dailey	($1969)*
Advisor, National Junior Honors Society	Mrs. Sherry Iannucci & Mrs. Margaret Hood	($751.50 each)
Advisor, Student Council	Mrs. Janice Brill	($1503)
Advisor, Yearbook	Ms. Yuliya Tsypenyuk	($1503)
Advisor, Band	Mrs. Sandy Taylor	($1503)
Advisor, Choir	Mrs. Sandy Taylor	($1503)
Advisor, Musical Director	Mrs. Sandy Taylor	($1503)
Advisor, Garden Club	Mrs. Gerardina Turan	($1503)
Advisor, Naturalist Club	Mrs. Vanessa Van Sciver	($1503)
Advisor, Stage Crew	Mr. Shawn Waldron	($1503)
Advisor, Assistant Musical Director	Mrs. Lisa Casey	($752)
Advisor, Running Club	Mr. Michael Dailey	($1503)*
Coordinator, Renaissance Program	Mrs. Jeanne Leise & Ms. Alicia Papa	($751.50 each)*
Coordinator, Athletic Coordinator	Mr. Michael Dailey	($2601)*
Coordinator, Safety Patrol	Mr. Shawn Waldron	($2601)

* Positions not specified in the contract
Motion carried: 8-0

DISCIPLINE CODE AND STUDENT DRESS CODE

Motioned by Stocker, seconded by Fitzgerald, that the Board of Education approve the Discipline Code of Conduct and Student Dress Code for the 2016-2017 school year.
Motion carried: 8-0

TRIP

Motioned by Stocker, seconded by Fitzgerald, that the Board of Education approve the following field trip. All funds for 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
Merchantville Community Center, Police Department, Post Office, Local Walking Destinations	Extended School Year	10	2	0	July	Walking Trips – No Cost

Motion carried: 8-0

WORK-SHOPS

Motioned by Stocker, seconded by Fitzgerald, 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	Code Studio	Hamilton, NJ	May 12, 2016	$0
Samantha Gudowski	Targeted Interventions that work for struggling readers	Voorhees, NJ	May 25, 2016	$239
Kimberly Klaus	NCLB Technical Assistance	Blackwood, NJ	June 13, 2016	$0

Motion carried: 8-0

NCLB

Motioned by Stocker, seconded by Fitzgerald, that the Board of Education approve to accept the funds as allocated by the 2016-2017 NCLB Application in the following programs:

a. Title I LEA Allocation of $ $77,692
b. Title II (A) LEA Total Allocation of $ 20,765
c. Title III (Consortium) LEA Allocation of $ 2,178

Motion carried: 8-0

TUITION RATES

Motioned by Stocker, seconded by Fitzgerald, that the Board of Education set the following tuition rates for the 2016-2017 school year:

Pre-Kindergarten – Half-Day Program $3400
Kindergarten – Full Day Program $6000

Motion carried: 8-0

MLOA GOTTI

Motioned by Stocker, seconded by Fitzgerald, that the Board of Education approve an unpaid Medical Leave of Absence for Ms. Michelle Gotti, 5th grade teacher, from May 2nd to May 31st, 2016 (tentative return date). Ms. Gotti has utilized all her banked days.
Motion carried: 8-0

Business Office Recommendations

Approve Payments

PAYMENTS

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

ACCOUNTING PERIOD AND DATA	***TOTAL AMOUNT***
May 2016 – P 053 – Payroll	$173,843.04
May 2016 – Bill Run	$269,224.29

Motion carried: 8-0

Approve Resolution

HEALTH BENEFIT RESOLUT-ION

Motioned by Foster, seconded by Honigfeld, that the board of education approve the recommendation of the chief school administrator and submit the following Resolution to the State of New Jersey – Division of Pension and Benefits to authorize a change in the average number of hours of employment per week required for "full time" status for participation in the School Employees' Health Benefit Program in accordance with N.J.S.A.52:14-17.26 and N.J.S.A.52:14-17.46.2.

Resolution – The Merchantville Board of Education, Camden County, New Jersey SEHBP #2-3300, a participating employer in the School Employees' Health Benefits Program, here by designates *30 hours per week* (average) as the minimum requirement for the full-time status in accordance with N.J.S. A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2.

This resolution shall take effect immediately and the change in full time hours shall be effective as of *July 1, 2016*, or as soon thereafter as I may be effectuated pursuant to the statues and regulations.
(attachment)
Motion carried: 8-0

Approve to renew Realtime Student System

REALTIME SYSTEM

Motioned by Foster, and seconded by Honigfeld, that the board of education approve to recommendation of the chief school administrator for the renewal of the agreement with Realtime, Toms River, New Jersey for the 2016-2017 school year for the following service:

Realtime Student Information Systems
Food Service Management/POS
Special Education Management /IEP Writer
504 Student Management
I&RS Manager
Notification/Alert System
Lesson Planner
Parent and Student Portals
Grade Book
Student Scheduler
Total Contract……. $12,367.15

(attachment)
Motion carried: 8-0

Approve the Public Employer Trust Agreement

DENTAL TRUST AGREEM.

Motioned by Foster, and seconded by Honigfeld, that the board of education approve to continue to participate in the Public Employer Trust with Brown and Brown Benefit Advisors, Moorestown, NJ, for the policy period beginning July 1, 2016-June 30, 2017 for the Dental Benefit Program.

And, to agree to the contractual provisions of the Public Employer Trust for a two year period July 1, 2016 to June 30, 2018 with the following coverage premiums:

Single	$51.49
Husband/Wife	$87.51
Parent/Child	$87.51
Family	$134.60

(Represents an approximate 4% increase.)
(attachment)
Motion carried: 8-0

Environmental Design Inc. - Environmental Compliance Services Proposal

ENVIRON-MENTAL DESIGN PROPOSAL

Motioned by Foster, and seconded by Honigfeld, that the board of education approve to enter into an Environmental Compliance Services Proposal with Environmental Design Inc., Pennsauken, NJ to provide comprehensive environmental services for the 2016-2017 school year. The fee for all outlined services is $6,350.00
(Attachment)
Motion carried: 8-0

Appropriation Adjustments

ADJUSTMENT

Motioned by Foster, and seconded by Honigfeld that the board of education approve the following appropriation adjustments as listed on: A 117, A 118.
Motion carried: 8-0

Approve Archway Programs Lunch Resolution

ARCHWAY LUNCH RESOLUT-ION

Motioned by Foster, seconded by Honigfeld, that the board of education approve a resolution request submitted by Archway Programs, Atco, NJ regarding meal fees:

BE IT RESOLVED – That the Merchantville School District's Board of Education does not require the Archway Schools to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulations.
Motion carried: 8-0

Mr. McLoone – all stipends are budgeted and paid in accord with the MEA/BOE Agreement, unless listed as sitting outside the agreement. RE: tuition in students – only open to relatives of staff members.

Executive Session

EXECUTIVE SESSION

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

Moved by Perno, and seconded by Foster, to adopt the following resolution to recess meeting to discuss the CSA's Evaluation. This session is expected to last for approximately forty (40) minutes. Action will be/will not be taken upon returning to open session. 8:55 p.m.

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: 8-0

Members Present	Members Absent
Mr. Morrone	
Mrs. Stocker	
Mr. James	
Mr. Vitiello	
Mrs. Foster	
Mr. Fitzgerald	
Mr. Honigfeld	
Mrs. Perno	

Topic:

CSA's Evaluation
Mr. Honigfeld was appointed to formulate the final CSA Evaluation Document containing the member's input
June 28th is the target date for finalization
Areas of progress, and other character qualities were discussed

Return to Open Session

RETURN TO OPEN

Motioned by Foster, and seconded by Fitzgerald, for the board of education to approve to return to open session. 9:50 p.m.
Motion carried: 8-0

Adjourn

ADJOURN

Motioned by Foster, and seconded by Fitzgerald, for the board of education approve to adjourn this meeting. 9:51 p.m.
Motion carried: 8-0

Respectfully Submitted,

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Loretta Mansolino, Board Secretary