MERCHANTVILLE BOARD OF EDUCATION MINUTES
OCTOBER 13, 2015

The Merchantville Board of Education's Regular Meeting was held on Tuesday, October 13, 2015, at 7:30 p.m., in the Merchantville Reading Center. Notice of the meeting was published in *The Retrospect.*

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.

Members Present: Mr. Vitiello, Mr. Kabel, Mrs. Stocker, Ms. Engelke, Mr. Morrone, Mr. Honigfeld, Mrs. Perno, Mrs. Foster and Mr. James

Members Absent:

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.

ACCEPT PTA'S PLAYGROUND EQUIPMENT DONATION

Moved by Engelke, and seconded by Perno, that the board of education approve, with gratitude, to accept the PTA's donation of playground equipment. This was donated on October 6, 2015, and includes 5 benches, and poured in place surfacing, at a total value of $89,482.49.

Mrs. Ami Meacham, PTA Representative, read the "Playground Donation Form", and acknowledged the following donors:

$52,000	PTA Fundraisers
60,000	Alumni
14,000	Merchantville Community
7,500	Various Corporations
825	Various Local Groups
10,300	Student Safety Grant Money

Thanks to all who helped bring this PTA Project to completion. The Playground Ribbon Cutting will be held on Saturday.
Motion Carried: 9-0

Two district students were honored for receiving perfect scores on the NJASK:
Gabrielle Callaway and Lucy Kerr

District Goals and Action Plan

- Discussion on Goal #2 – Special Needs Students
  Administration distributed paperwork listing the number of classified students in each grade level
  Grade level teachers will meet to coordinate services, and for mentoring needs
  The programs will be evaluated and revised, when/where needed
  INRS Team meets and offers suggestions to the classroom teachers
  There will be communication with the parents
  Parental input will be sought and their feedback requested
  Parents of special education students and their teachers meet twice a year
  The curriculum in the special education classes is driven by the number of students in the class and their individual needs
  We are on the same level as other districts in our special education categories

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Exploring Solar Power & Energy Audit

Referred to the Board's Buildings and Grounds Committee

Request a free solar energy assessment – obtain 2/3 quotes

Student Dress Code

Referred to the Board's Policy Committee

A request was made to review the existing policy for language changes to be less gender specific, and other wording in the policy.

Grant Writer

Suggestion to connect with other districts for a shared service agreement, possibly HHSD.

Parking at the Field

Parking on the field is prohibited. A reminder will be sent to all teams who use the district.

September Emergency Drills

- Fire Drill – Sept 14 at 1:30
- Lockdown Drill – Sept 22 at 9:00

Violence and Vandalism Update / Week of Respect Update – paperwork shared

Update on Send/Receive transition status

Commissioner of Education denied the parents Emergent Relief Request for their 10th Grade student to attend HHHS. This student was enrolled in a vocational school program. The family has the option to file a lawsuit to attempt to obtain different placement results.

RODRIGUES RESIGNED

Moved by Stocker, and seconded by Perno, that the board of education approve the resignation of Mr. Shankar Rodriguez as a night time custodian at of September 30, 2015.
Motion Carried: 9-0

RANSOME TO PART-TIME CUSTODIAN

Moved by Stocker, and seconded by Perno, that the board of education approve Ms. Breanna Ransome, as a part-time custodian, at an hourly rate of $14, for 4.75 hours per day, with an effective date of October 1, 2015. (Filling the resignation of SR)
Roll Call vote: 9-0

GROHE STUDENT TEACHER

Moved by Stocker, and seconded by Perno, that the board of education approve Ms. Alison Grohe as a student teacher in the district's Art Department for the spring 2016 school year.
Motion Carried: 9-0

GRASS SUBSTITUTE TEACHER

Moved by Stocker, and seconded by Perno, that the board of education approve to add Ms. Dawn Grasso to the substitute teacher list for the 2015-2016 school years.
Motion Carried: 9-0

WILSON SUBSTITUTE TEACHER

Moved by Stocker, and seconded by Perno, that the board of education approve to add Ms. Heather Wilson to the substitute teacher list for the 2015-2016 school year. (Paperwork Pending)
Motion Carried: 9-0

KIDD VOLUNTEER

Moved by Stocker, and seconded by Perno, that the board of education approve Mrs. Carrie Rupnow-Kidd as a volunteer for the district's Music Department Events for the 2015-2016 school year. (Paperwork Pending)
Motion Carried: 9-0

WORKSHOPS

Moved by Stocker, and seconded by Perno, 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
Kim Klaus, Rachel Spahr	Duties and Responsibilities of the district ABC and ABS	Mullica Hill, NJ	Dec 2, 2015	$149 each

Motion Carried: 9-0

FIELD TRIP

Moved by Stocker, and seconded by Perno, that the board of education approve 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:

Location	Grade / Students	# Students	# Teachers	# Outside Chaperones	Month	Other Info
Grounds for Sculpture – Hamilton Square, NJ	2nd Grade	42	2	6	Oct	Art-A-Facts

Motion Carried: 9-0

ACCEPT SWANSON'S CRYSTAL SET DONATION

Moved by Engelke, and seconded by Perno, that the board of education approve, with gratitude, to accept Mr. and Mrs. Christian Swanson's donation of a crystal set that includes: the bowl, tray, and 12 glasses, valued at $175.00.
Motion Carried: 9-0

MINUTES

9/22/2015

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

September 22, 2015 Regular BOE Minutes and Closed Session Minutes
Ayes (6) Noes (0) Abstain (3) Foster, Honigfeld and Perno Motion Carried.

APPROVE PAYMENTS

Approve Payment of Bills – Moved by Perno, and seconded by Honigfeld, that the board of education approve for payment the bills listed on: P 011, 012 and 013.
Motion Carried: 9-0
Pgs._____

APPROVE TRANSFERS

Account Transfers – Moved by Perno, and seconded by Honigfeld, that the board of education approve the transfer of funds as listed on: A 27, 28, 29, 30, 31, and 32.
Motion Carried: 9-0
Pgs._____

APPROVE CONTRACTS

Approve Contracts – Moved by Perno, and seconded by Honigfeld, that the board of education approve the following contracts for the 2015-2016 school year:

State ID No.	School District	Program Dates	Transport.	No. of Days	Tuition Fees & Aides	Notes
2566396246	Legacy Treatment Services The Mary A. Dobbins School,	7/2015 To 6/2016	No	240	$67,242.00 One-on-one aide $25, 935.00	New Placement and new additional services for this student

	Hainesport, NJ					
5663744610	Marie J. Katzenbach School, Trenton, NJ	7/2015 To 6/2016	Yes	240	$$90,638.00 Speech Services $6000.00	Continuing Program

Motion Carried: 9-0

CCESC CONTRACT

Approve Camden County Education Services Commission Contract – Moved by Perno, and seconded by Honigfeld, that the board of education approve to renew the contract with the CCESC for the 2015-2016 school year to provide the following services on an as-needed-basis. The fees are listed in the agreement.

Transportation Services
192-193 Services for non public schools in this district
Child Study Team Services
Related Services – Physical, Speech or Occupational Services
Purchased Educational Services – Aides, Teachers, Nurses, LDTC, Psychologist
Home Bound Instruction

FYI – the services provided to students who attend the non public schools located within the district are funded through grant funds.
Motion Carried: 9-0

Approve Financial Reports – Moved by Perno, and seconded by Honigfeld, that the board of education approve the following July and August 2015 reports:

JULY AND AUGUST 2015

F I N A N C I A L S

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 2015. 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 2015. The Treasurer's Report and Secretary's Report are in agreement for the months of July and August 2015.

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.

SODEXO FOOD SERVICE CONTRACT

Motion Carried: 9-0

Approve Sodexo Food Service Contract – Moved by Honigfeld, and seconded by Foster, that the board of education approve the following Sodexo Food Service Agreement:

Resolution Awarding Food Service Contract To Sodexo Management, Inc.

Approve and award a contract for School Food Service Management for the 2015-16 school year, to Sodexo Management, Inc., 9801 Washingtonian Blvd., Gaithersburg, Maryland, it is the recommendation of the Business Administrator that the Merchantville Board of Education award the contract to Sodexo Management, Inc. subject to the following contractual provisions:

The Food Service Management Company shall receive, in addition to the costs of operation, a fee of $.53 per reimbursable meal and meal equivalent to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by $2.75 to arrive at an equivalent meal count. The per meal management fee of$.53 will be multiplied by total meals.

Sodexo guarantees that District shall receive an annual financial return of a Break Even for the 2014-2015 school year. If the annual financial return for the Food Service program falls short of the aforementioned amount, Sodexo shall pay the difference to District up to 100% of Sodexho's management fee. Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis. Financial terms of the Contract are based upon the following assumptions. If there is a change in conditions, including, without limitation, changes to the following assumptions, the parties agree to enter into negotiations concerning the impact of such changes, and the financial terms of the Contract, including any guarantee, shall be adjusted accordingly.

- Changes in District's policies, practices, and service requirements, including but not limited to, changes in bell schedules, meal service periods or proposed staffing, will result in an appropriate adjustment.
- Changes in legislation, regulations, reimbursement rates, meal components and quantities required by the National School Lunch Act, the National School Lunch Program or changes in the USDA Smart Snack Standards will affect the guarantee...
- Cash and/or food assistance levels from State and Federal Agency do not decline below the previous year's levels.
- Usable commodities, of adequate quality and variety required for FSMC's proposed menu cycle for the current contract year, valued at no less than the per Pattern Meal value for the previous year.
- The state or federal minimum wage rate and taxes in effect as of July 1, 2015, shall remain consistent throughout the year
- Average daily attendance ("ada") and the number of free and reduced price participants shall remain at the same levels as the previous year.

- There shall be no competitive sales during all service hours.
- Due to the volatile nature of raw material costs, Sodexo and Local Education Agency shall review quarterly, costs associated with paper and plastic supplies and fuel surcharges on other deliveries. Any changes in Sodexho's costs shall result in a mutually agreed upon change in the guarantee.
- There shall be no reduction in number of full feeding days (breakfast, if applicable, and lunch) and average daily attendance as a result of inclement weather, delayed opening or early dismissals resulting in lost full days.
- The projected number of full feeding days shall remain at:

  Lunch
  Elementary 180
- The projected number of full feeding days shall remain at:

  Breakfast
  Elementary 180

- The selling prices to students will be no less than those set forth in the table below:

Elementary	
Breakfast:	
Paid:	$1.25
Reduced:	$ .30
Lunch	
Paid:	$2.75
Reduced:	$ .40

- Costs for repairs, maintenance, replacements and small wares do not exceed Two Hundred Dollars ($200.00) per school year.

- District costs charged to the Food Service program shall not exceed the following:
  District contract monitoring costs $4,068

- The District shall not inhibit Sodexo from being able to serve hot breakfasts.

Motion Carried: 9-0

HAMPTON ACADEMY RESOLUTION

Approve Hampton Academy's Resolution regarding meal charges – Moved by Foster, and seconded by Perno, that the board of education approve the following resolution regarding meal charges:

> That the Merchantville Board of Education resolves that the board will not require Hampton Academy, Mount Holly, New Jersey, to charge students for reduced and/or paid meals for the 2015-2016 school year. (RE: N.J.A.C. 6A:23).

FYI – As on now, this district's sends one student to Hampton Academy.

CCESC BUS CONTRACTS

Motion Carried: 9-0

Approve to contract for bus services – Moved by Vitiello, and seconded by Honigfeld, that the board of education approve to contract with Camden County Educational Services Commission for the following bus routes:

Bus Route #	Daily/Yearly Cost	No. of Days	Destination	Notes
#1000	$89.99 per day - $16,198.20	180 School Days	Pennsauken High School	Budgeted
#999	$240.00 per day - $43,200.00	180 School Days	Haddon Heights/ Audubon High School	Over budgeted amount
#1110	$229.00 per Day – $35,266.00	154 School Days	Audubon/ Haddon Heights High School Late Bus	Not budgeted

Approve to contract for bus services – Moved by Vitiello, and seconded by Honigfeld, that the board of education approve to amend the above subject motion and to table the action on Bus Route #1110.
Motion Carried: 9-0

Discussion: Obligation to students to provide the same services that are offered to students who attend PHS, is this fiscally responsible, and should we wait until the next school year? Board requested that administration develop a survey and submit this document to the parents of HHHS and AHS students to determine utilization should a late bus service.

Approve to contract for bus services – Moved by Vitiello, and seconded by Honigfeld, that the board of education approve to contract with Camden County Educational Services Commission for the following bus routes:

Bus Route #	Daily/Yearly Cost	No. of Days	Destination	Notes
#1000	$89.99 per day - $16,198.20	180 School Days	Pennsauken High School	Budgeted
#999	$240.00 per day - $43,200.00	180 School Days	Haddon Heights/ Audubon High School	Over budgeted amount

Motion Carried: 9-0

Approve Nursing Contract for Non Public Students - Moved by James, and seconded by Honigfeld, that the board of education approve the contract with The Southern New Jersey Perinatal Cooperative to provide nursing services to children in non public schools located within the district. This program is funded through grant funds. The revenue comes to the district and the district forwards the contract fees to the vendor.
Motion Carried: 9-0

Ami Meacham, Leslie Avenue, Invited all board members to the Playground Ribbon Cutting Ceremony. Suggested that maybe there could be one return bus scheduled later than the one presently picking up the high school students after school.

George Fore, reporter and community member, wanted additional information on the special education and inclusion children who attend Merchantville School. – shared some solar installation information – Suggested exploring the installation of a cell tower – and several other suggestions.

CLOSED SESSION

Recess into Closed Session - Moved by Honigfeld, and seconded by Perno, that the Board of education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss matters falling within the chief school administrator/principal's yearly evaluation. This session is expected to last for approximately thirty (30) 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. 9:25 p.m.
Motion Carried: 9-0

Members Present: Mr. Vitiello, Mr. Kabel, Mrs. Stocker, Ms. Engelke, Mr. Morrone, Mr. Honigfeld, Mrs. Perno, Mrs. Foster and Mr. James

Topic:
Chief School Administrator/Principal's Yearly Evaluation
Strengths
Areas of improvement explored

The Board's Executive Committee will prepare a summary evaluation and submit this to all members. This document will be distributed prior to a formal discussion with the Chief School Administrator/Principal.

RETURN TO OPEN

Return to Open Session – Moved by Honigfeld, and seconded by Vitiello, that the board of education approve to return to open session. 10:27 p.m.
Motion carried: 9-0

ADJOURN

Adjourn – Moved by Engelke, and seconded by Foster, that the board of education approve to adjourn this meeting. 10:28 p.m.
Motion Carried: 9-0

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Loretta Mansolino and Richard James - Recorders