MERCHANTVILLE BOARD OF EDUCATION MINUTES
OCTOBER 27, 2015

The Merchantville Board of Education's Regular Meeting was held on Tuesday, October 27, 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. Honigfeld and Mr. James*

Members Absent: *Mr. Morrone, Mrs. Foster and Mrs. Perno*

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

The board vice-president led the group in the pledge to the flag.

No open public comment.

- QSAC Review of SOA and DPR
  Statement of Assurances and District Performance Review
  Mr. Strong provided data on these two state mandated district assessments.

- Buildings and Grounds Update from Oct 27th meeting
  Meeting held today. Concerns about various bond work designs and problems were shared with the Architect and the Clerk of the Works. Committee requested updates.

Moved by James, and seconded by Engelke, that the board of education approve Bus Route #1110, with the details as listed below.

Bus Route Number	Daily/Yearly Cost	No. of Days	Destination	Notes
#1110	$229.00 per day Est. $35,266. per year	154	Audubon HS And HH High School	Late Bus Not Budgeted

Discussion: The results of the parental summary regarding student usage of a late bus were shared with the board members. Mentioned – obligation, fairness, cost factor, educational benefits, etc.

BUS ROUTE #1110

Motion Amended: Moved by James, and seconded by Engelke, that the board of education approve Bus Route #1110, with the details as listed below:

Bus Route Number	Daily Cost	Timeframe	Destination	Notes
#1110	$229.00 per day day	Mon – thru Thursday Start Date 11/2/2015	Audubon HS And HH High School	Late Bus Not Budgeted

Motion carried: 6-0

QSAC STMT. OF ASSURANCE

Moved by Engelke, and seconded by Stocker, that the board of education approve the QSCA Statement of Assurance for School Year 2015-2016 with the following scores:

- Instruction 4/5 = 80%
- Fiscal Management 10/10 = 100%
- Governance 10 / 10 = 100%
- Personnel 5/5 = 100%
- Operations 20/20 = 100%

Discussion: Mr. Strong shared a brief description of each of the categories and the reason the district did not earn the 5/5 in Instruction is due to curriculum deficits. Should meet state standards by Summer 2016.

Motion Carried: 6-0

QSAC DISTRICT PERFOR-MANCE REVIEW

Moved by Stocker, and seconded by Engelke, that the Board of education approve the QSCA District Performance Review for School Year 2015-2016 with the following scores:

- Instruction = 79%
- Fiscal Management 100%
- Governance 100%
- Personnel 100%
- Operations 100%

Motion carried: 6-0

BUDGET CALENDAR

Moved by Stocker, and seconded by Engelke, that the board of education approve the proposed budget calendar for the 2016-2017 school year.
Motion carried: 6-0

SCHOOL SAFETY PLAN

Moved by Kabel, and seconded by James, that the board of education approve the School Safety Plan for the 2015-2016 school year.
Discussion: With guidance provided by the county officials, this document was revised and contains more in depth details than those from prior years.
Motion carried: 6-0

RENAISS-ANCE CO-COORDIN-ATORS

Moved by James, and seconded by Vitiello, that the board of education approve to alter the Renaissance Coordiantor position for the 2015-216 school year to reflect co coordinator – Jeanne Leise and Alicia Papa, each receiving a stipend of $737.

UPDATED CCLC

Moved by Vitiello, and seconded by James, that the board of education approve the updated Agreement between the Merchantville Board of education and the Camden County Library Commission regarding the establishment of a Reading Center at Merchantville School and Public Library for 2014-2024.
Discussion: This ten year agreement was signed last year. It is amended yearly to reflect the rate paid for the presence of the black seal licensed employee for Saturday library hours.
Motion carried: 6-0

VOLUNTEER COACH

Moved by Engelke, and seconded by Stocker, that the board of education approve Richard Krouse as a volunteer basketball coach for the 2015-2016 school year.
Motion carried: 6-0

WORKSHOP

Moved by Stocker, and seconded by James, 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
Chrisanthi Finn	Accelerating the Success of Struggling Readers in Meeting Your State Standards	Voorhees, NJ	Dec 9, 2015	$239

Rachel Spahr	NJ Association of School Psychologists Conference	East Windsor, NJ	Dec 4, 2015	$175

Motion carried: 6-0

HIB CASE #1

Moved by Kabel, and seconded by Vitiello, that the board of education approve the findings for HIB Case #1.
Motion Carried: 6-0

MINUTES 10/13/15

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

October 13, 2015 Regular BOE Minutes and Closed Session Minutes
Motion carried: 6-0

PAY-MENTS

Approve Payment of Bills – Moved by Vitiello, and seconded by Stocker, that the board of education approve for payment the bills listed on: P 014, P 015, and P 017.
Motion carried: 6-0
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Approve Financial Reports – Moved by Vitiello, and seconded by Stocker, that the board of education approve the following September 2015 reports:

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 month of September 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 month of September 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.

Motion carried: 6-0

CMP 2016 - 2017

Approve Comprehensive Maintenance Plan – Moved by Engelke, and seconded by James, that the board of education approve the required Comprehensive Maintenance Plan, as developed by the building supervisor, with input from administration, for the 2016--2017 school year budget. This is a list of many of the outstanding building issues that should be addressed, and includes the annually scheduled maintenance items, contracts, mandates, etc.
Motion Carried: 6-0

ANNUAL FACILITIES CHECK LIST

Approve Annual Facilities Checklist – Moved by Stocker, and seconded by Engelke, that the board of education approve the required Health and Safety Evaluation Checklist for Merchantville's school building, as completed by the building maintenance supervisor, for the 2015-2016 school year.
Motion Carried: 6-0

WALDRON ADD'L EDUC CREDITS

Approve Movement on the Salary Guide - Moved by Kabel, and seconded by Vitiello, that the board of education approve for Mr. Shawn Waldron to move on the district's salary guide to a BA +15 to reflect the additional education credits earned. Effective September 1, 2015, Mr. Waldron's salary will be $72,993.
Motion Carried: 6-0

CONSENT ORDER AND SETT-MENT

Approve for district's attorney to sign Consent Order and Settlement – Moved by James, and seconded by Vitiello, that the board of education approve for the district's counsel, Mr. Leonard Wood, to sign Consent Order and Settlement #L-3250-15 filed against the district by Long, Marmero and Associates, LLP, Woodbury, New Jersey for Plaintiff, John Schmidt. The district agrees to reimburse Plaintiff for costs of the suit and counsel fees in the mutually agreed upon amount of $2,000. (This suit was filed when Mr. John Schmidt's request for Open Public Records Document – OPRA – was not answered in the mandated timeframe.)
Motion carried: 6-0

OPRA EMPLOYEES

Approve to Appoint Employees Responsible for Open Public Records Document Requests OPRA- Moved by Engelke, and seconded by James, that the board of education approve the following changes to the district's employees who will be responsible for addressing Open Public Records Documents (OPRA) – effective immediately:

Financial Requests	William H. Thompson, Loretta Mansolino
Personnel Requests	Sandra Martinelli

Board directed administration to discuss with Mr. Thompson and present the rules and regulations for OPRA requests.
Motion carried: 6-0

Mrs. Ami Meacham, coach and community member, shared her observations on conditions at the district's field following use by the St. Peter's Football Program – gates and doors were not shut or locked – the bathrooms were left dirty, trash and broken glass were left on the field, district's equipment was moved and not returned to where it was left by the coaches – these are a repeat of prior year's issues – no rules or regulations are observed – consequences should be consider including termination of usage. District policy on "Use of the Fields" is reviewed every year with each group that requests to use the fields.

Discussion among board members followed. These are yearly repeat violations to the district's "Use of Facility Policy", and results in additional costs for clean up, repairs and supply purchases that are absorbed by the district. The board has made a decision on future authorization for use of the field by this organization.

ADJOURN

Re: Playground – the "Just Kids" before and after school program use the playground these students intermingle with other students who are out there playing.

No closed session held.

Adjourn - Moved by Stocker, and seconded by Vitiello, that the board of education approve to adjourn this meeting. 9:00 p.m.
Motion carried: 6-0

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Loretta Mansolino, Recording Secretary