MERCHANTVILLE BOARD OF EDUCATION MINUTES

December 20, 2016

I, Elliot Honigfeld, President, call this meeting to order under the Open Public Meeting Act at 7:35 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," 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
Mrs. Perno	Mr. Plenn	Mr. J. Scott Strong, CSA
Mr. Honigfeld		Mr. Greg Gontowski, Business Administrator
Mr. James		
Mrs. Stocker		
Mr. Vitiello		
Mr. Fitzgerald		
Mrs. Foster		

PLEDGE TO THE FLAG

OPEN PUBLIC COMMENT - None

11/22/16 Minutes **APPROVAL OF THE MINUTES**

Moved by James, and seconded by Fitzgerald for the board of education to approve the following board minutes:

- Regular Meeting – November 22, 2016
- Executive Session – November 22, 2016

Roll call vote: Motion carried: 5-0-1 Mrs. Foster Abstained

Election Results **ELECTION RESULTS**

3 Year Term – 3 Open Seats

Jennifer Perno – 956 votes
Gina Adams – 737 votes
Albert Vitiello –725 votes
Anjali Desai – 722 votes

Unexpired Term – 1 Open Seat

Lee Plenn – 1,087 votes

New Business **NEW BUSINESS**

- Audit Presentation 2015-2016 School Year
- Business & Facilities Update from Meeting on Nov 22

- Curriculum & Instruction Update from Meeting on Nov 30

Unfinished Business

UNFINISHED BUSINESS

- Update on Board of Education Vacancy and the plan to fill the open seat
- Merchantville Board of Education Reorganization Meeting Wednesday, Jan 4 at 7:30
  - Once a month dates will be proposed (4th Tuesday of the Month) & as needed meetings

COMMUNICATIONS – None

CSA Report

CSA REPORT

- November 2016 Monthly Report
- Emergency Drills: Fire Drill on Nov 2 at 1:00 & Bomb Threat Drill on Nov 23 at 10:00
- Choice School Update 2017-2018

CSA Recommendations

CSA RECOMMENDATIONS

Motioned by Stocker, seconded by Perno that the Merchantville Board of Education approve Items 1 thru 4.

First Reading Policy #51182

1. The first reading of the adoption of Policy # 5118.2 – Foster Care and Educational Stability. This is a newly mandated policy and the proposal is directly from NJSBA.

Keisha Wright-Daniel – Substitute 2016-2017

2. Keisha Wright-Daniel be added to the Substitute list for the 2016-2017 school year pending completion of paperwork.

Colin Gearhart-Practicum Student

3. Colin Gearhart as a Junior High School Social Studies practicum student from Jan 23, 2017 – May 5, 2017.

Workshops

4. Chief School Administrator for attendance at the following Professional Development Workshops:

Sandy Taylor	Camden County Music Teachers Workshop	Camden County Technical School Sicklerville, NJ	Jan 24, 2017	$0
Rebecca Goff	Powerful Strategies to Boost the Success of Struggling Readers	Voorhees, NJ	Feb 28, 2017	$245
Jamie Bertini	American Speech Language Hearing Association Convention	Philadelphia, PA	Nov 17, 2016	$275
Debra Wurster	Pre-Kindergarten Teachers Conference	Atlantic City, NJ	Feb 27, 2017	$259
Margaret Hood	Strengthen Your Writing Instruction to Significantly Increase Writing Skills	Voorhees, NJ	Jan 13, 2017	$245
Jeanne Leise	NJPSA/FEA Workshop-Education NeuroScience	Monroe Twp, NJ	Dec 14, 2017	$0

Cheryl Rettinger	Asthma and Allergy 2017 Update	Deptford, NJ	Jan 18, Feb 15, March 15 2017 (After School)	$45 each

Use of Facilities

Informational Use of Facilities - None

Group	Event	Times	Dates	Facility
Merchantville Little League	Winter Baseball / Softball Training	7:00 – 9:00 pm Mondays and Fridays	Jan 23, 2017 – March 10, 2017	Gymnasium
Merchantville Little League	Spring Baseball / Softball Season	Weekdays 5:00 – 9:00 pm Weekends 9:00 am – 5:00 pm	March 1, 2017 – August 31, 2017	Athletic Fields & Concession Stand
Merchantville PTA	8th Grade Committee Meeting	6:30 – 7:30 pm	December 12, 2016	Room 105

Items 1 thru 4 Motion carried: 7-0-0

Business Office Recommendations

Financial and Transfers Reports

Motioned by Vitiello, seconded by Foster that the Merchantville Board of Education approve Items A thru F.

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of November 2016 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of November 2016 **(Attachment B1)**.

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 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 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

(Attachment C1)

2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2016. The Treasurer's Report and Secretary's report are in agreement for the month of November 2016. **(Attachment C2)**

3. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

4. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has 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.

Warrants

D. Warrants

The attached bill lists:

- November 2016 payroll **(Attachment D1)**
- December 2016 warrants **(Attachment D2)**

Reorganization Meeting 1/4/17

E. Reorganization Meeting Date Selection

To approve holding the 2017 reorganization and regular meeting on Wednesday, January 4, 2017 at 7:30 PM.

Audit

F. Audit

To approve acceptance of the June 30, 2016 audit report with no recommendations. The audit was officially presented at the December 20, 2016 m

Items A thru F Motion carried: 7-0-0

RECOGNITION OF CITIZENS AND STAFF – None

*****Mrs. Stocker Left Meeting 9:23**

*****Mrs. Stocker – Left at 9:23**

Executive Session

RECESS INTO CLOSED SESSION at approximately 9:24 p.m.

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Board of Education of the Merchantville School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately **9:34** p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Merchantville School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12

Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is open board member seat:

IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

Motioned by Fitzgerald, seconded by Perno that the Merchantville Board of Education to enter Executive Session.

Motion carried: 6-0-0

Action will be taken after Executive Session

Return to Open Session

RESUMPTION OF PUBLIC PORTION OF THE MEETING – 9:35 pm

Motioned by James, Seconded by Perno

Motion carried: 6-0-0

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Anjali Stocker – Fill term until 12/31/17

Motioned by Perno, seconded by James to approve Anjali Stocker to fill the unexpired term until December 31, 2017.

Motion carried: 5-0-1 ***Karen Foster Abstained

Adjourn

Adjourn Moved by James, seconded by Foster, that the board of education approve to adjourn this meeting at 9:37 p.m.

Motion carried 6-0 -0

Respectfully submitted,

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Greg Gontowski

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