MERCHANTVILLE BOARD OF EDUCATION MINUTES

March 13, 2017

I, Elliot Honigfeld, 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," 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.

PLEDGE TO THE FLAG

ROLL CALL

Members Present	Members absent	Also Present
Ms. Adams	Mrs. Foster	Mr. J. Scott Strong, CSA
Mr. Fitzgerald	Mr. Plenn – Arrived 8:09	Mr. Greg Gontowski, Business Administrator
Mr. James		
Mrs. Perno		
Mrs. Stocker		
Mr. Vitiello		
Mr. Honigfeld		

OPEN PUBLIC COMMENT - None

APPROVAL OF THE MINUTES

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

February 28, 2017 Minutes

- Regular Meeting and Executive Session – February 28, 2017

Roll call vote: Motion carried: 6-0-1 **Mr James Abstained

Committee Reports

COMMITTEE REPORTS

1. Policy and Community Engagement – No Meeting
2. Education Committee – No Meeting
3. Finance: Planning and Utilization – No Meeting
4. Personnel Committee – No Meeting
5. Facilities Committee – No Meeting
6. Negotiations Committee – No Meeting

New Business

NEW BUSINESS

- Honoring the top five students that fundraised for the American Heart Association Jump Rope and Hoops for Heart Campaign 2017: Nico Malone, Lily Weiler, AJ Perno, Matt Jervas, Charles Dihn-Gonzalez, Nick Perno

Unfinished Business

UNFINISHED BUSINESS - None

MERCHANTVILLE BOARD OF EDUCATION MINUTES

March 13, 2017

Communications

COMMUNICATIONS – None

CSA Report

CSA REPORT

- February 2017 Monthly Report
- Emergency Drills: Fire Drill on Jan 12 at 2:31 pm & Active Shooter on Jan 24 at 9:22 am

CSA Recommendations

CSA RECOMMENDATIONS

Motioned by Stocker, seconded by Adams that the Merchantville Board of Education approve Items 1 and 2.

First Reading of Policies

1. The Merchantville Board of Education approve the first reading of the following policies:

- Policy #5119 – Transfers
- Policy #5141.3 – Health Examinations & Immunizations
- Policy #6010 – Goals and Objectives
- Policy #6114 – Emergencies & Disaster Preparedness
- Policy #6140 – Curriculum Adoption
- Policy #6141 – Curriculum Design / Development
- Policy #6142 – Subject Fields
- Policy #6142.4 – Physical Education and Health
- Policy #6142.10 - Technology
- Policy #6145 – Extra Curricular Activities
- Policy #6145.1/6145.2 – Intramural Competition; Interscholastic Competition
- Policy #6146 – Graduation Requirements
- Policy #6162.5 - Research
- Policy #6163.1 – Media Center / Library
- Policy #6164.4 – Child Study Team
- Policy #6171 – Special Instruction Programs
- Policy #6173 – Home Instruction
- Policy #6200 – Adult / Community Education

Adoption of Policies

2. The Merchantville Board of Education approve the second reading and the adoption of the following policies:

- Policy #6171.4 – Special Education
- Policy #9200 – Orientation and training of Board Members
- Policy #9250 – Expenses / Remuneration & Reimbursement
- Policy #9323-9324 – Agenda Preparation / Advance Delivery of Meeting Material

Items 1 and 2 Motion carried: 7-0-0

Motioned by Perno, seconded by James that the Merchantville Board of Education approve Items 3 and 4.

Revised School Calendar 16-17

3. The Merchantville Board of Education approve the revised 2016-2017 Merchantville School calendar changing the Full day Teacher in-service on March 24th to a half day for students and half day in-service for teachers and making the final day of school June 15, 2017.

17-18 School Calendar

4. The Merchantville Board of Education approve the proposed 2017-2018 Merchantville School calendar.

Items 3 and 4 Motion carried: 7-0-0

Motioned by James, seconded by Fitzgerald that the Merchantville Board of Education approve Item 5.

Archway Program 17-18

5. The Merchantville Board of Education approve the contract with the Archway Program -Just Kids Program at Merchantville School for the 2017-2018 school year. This program provides before and after school services to students, and is a direct contract between Archway and the parents.

Item 5 Motion carried: 7-0-0

Motioned by Fitzgerald, seconded by Stocker that the Merchantville Board of Education approve Items 6 thru 8.

Shawn Waldron – Volunteer Track Coach 2017

6. The Merchantville Board of Education approve Shawn Waldron as a volunteer coach for the Merchantville School Track team for the Spring 2017 season.

Andrew Korn – Volunteer Trach Coach 2017

7. The Merchantville Board of Education approve Andrew Korn as a volunteer coach for the Merchantville School Track team for the Spring 2017 season.

Mark Nickollof – Volunteer Track Coach 2017

8. The Merchantville Board of Education approve Mark Nickollof as a volunteer coach for the Merchantville School Track team for the Spring 2017 season.

Items 6 thru 8 Motion carried: 7-0-0

Motioned by Adams, seconded by Vitiello that the Merchantville Board of Education approve Items 9 and 10.

Workshops

9. The Merchantville 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
Heather Wilson	Increasing Your Students' Mastery of Math facts & Mental Skills	Voorhees, NJ	April 19, 2017	$245
Alicia Lord	Maximize Success for Your Struggling Readers	Voorhees, NJ	May 10, 2017	$245
Reginald Shearer	Maximize the Power of Guided Reading	Voorhees, NJ	May 15, 2017	$245
Alicia Papa	Maximize the Power of Guided Reading	Voorhees, NJ	May 15, 2017	$245

Trips

10. The Merchantville Board of Education approve the following field 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
Philadelphia Zoo - Philadelphia, PA	2nd Grade	46	2	6	June
The Statue of Liberty & Ellis Island – Liberty State Park, NJ	6th Grade	44	2	6	May

Items 9 and 10 Motion carried: 7-0-0

Use of Facilities

Informational Use of Facilities –

Group	Event	Times	Dates	Facility
Merchantville PTA	Spring Book Fair Night	5:30 – 9:00	April 5, 2017	Auditorium Vestibule
Naturalist Club	Ham Dinner	5:00 – 8:00	March 10, 2017	Kitchen

Business Office Recommendations

Financial and Transfers Reports

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

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of Feruary 2017 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of February 2017 **(Attachment B1)**.

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2017. 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 February 2017. The Treasurer's Report and Secretary's report are in agreement for the month of February 2017. **(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:

- March 2017 payroll **(Attachment D1)**

Voided Check

E. Void Check

To void the following payroll check:

#2463 $252.74 12/23/15

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

Motioned by Stocker, seconded by Perno that the Merchantville Board of Education approve Item F.

2017-2018 Budget and Resolution

F. 2017-2018 Budget and Resolution

It is recommended that the Merchantville Board of Education approve 2017-2018 School Yea Budget, and Resolution, for submission to the Executive County Office of Education.

RESOLUTION

WHEREAS, the Merchantville Board of Education has developed its 2017-2018 School Budget,

WHEREAS, NJAC 6:19-2.7 (a) requires Merchantville Board of Education to adopt and submit a formal Board resolution.

BE IT RESOLVED to approve the 2017-2018 school budget as presented by the administration which includes the following:

	Budget	Local Tax Levy
General Fund	$8,248,332.00	$5,253,705.00
Special Revenue Fund	$489,616.00	
Debt Service Fund	$173,515.00	$132,412.00
Total Base Budget	$8,911,463.00	$5,386,117.00

BE IT FURTHER RESOLVED to use banked cap in the amount of $332,488.00. The purpose of the banked cap is to continue to provide resources to our schools as they meet the needs of our pupils in the areas of high school tuition costs. The use of this banked cap cannot be deferred or incrementally completed over time.
BE IT FURTHER RESOLVED that the Merchantville Board of Education includes in the budget the adjustment for increased costs of health benefits in the amount of $32,503.00 and the enrollment adjustment in the amount of $86,106.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

Item F Motion carried: 7-0-0

RECOGNITION OF CITIZENS AND STAFF

- Edward Bohn

  - Asked when the budget hearing is
  - Asked about the tax increase and average assessed home
  - Asked if this will be the proposed budget

Executive Session

Motion to recess into Executive Session at 7:50 PM by Adams, second by Perno.

Motion carried 7-0 -0

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 **8:30** 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 pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If contract negotiation the nature of the contract and interested party is Superintendent's Contract).

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

****Mr. Plenn arrived at 8:09**

Action will not be taken

Motion to exit Executive Session at 8:33 P.M. and return to regular session by Vitiello, second by Fitzgerald.

Motion carried: 8-0-0

Adjourn

Adjourn Moved by Perno, seconded by James, that the board of education approve to adjourn this meeting at 8:34 p.m.

Motion carried 8-0 -0

Respectfully submitted,

_____

Greg Gontowski

MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

March 13, 2017

Moved by Gina Adams and seconded by Jennifer Perno to adjourn, into Executive Session, from which the general public is excluded, to discuss any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If contract negotiation the nature of the contract and interested party is Superintendent's Contract).

The results of this session will be made public immediately after or as soon thereafter as a decision is reached, if permitted, by law.

Unanimously Approved 7:50 PM

Members Present: Ms. Adams, Mr. Fitzgerald, Mr. James, Mrs. Perno, **Mr. Plenn – Arrived at 8:09, Mrs. Stocker, Mr. Vitellio and Mr. Honigfeld,

Members Absent: Mrs. Foster

Also Present: Mr. J. Scott Strong, CSA
Mr. Greg Gontowski, Business Administrator

Topic: Discussion took place regarding Superintendent's Contract.

Return to Open Session – Moved by Albert Vitiello, and seconded by Sean Fitzgerald, that the board of education approve to return to open session at 8:33 p.m.

Motion carried: 8-0-0

Respectfully submitted,

Greg Gontowski

Board Secretary