MERCHANTVILLE BOARD OF EDUCATION MINUTES

September 27, 2016

I, Elliot Honigfeld, President, called this meeting to order under the Open Public Meetings Act at 7:30 p.m.

This is to advise the general public and to instruct that it be recorded in the Minutes, that compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Merchantville Board of Education on September 27, 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** |
|---|---|---|
| Mrs. Foster | Mr. Fitzgerald | Mr. J. Scott Strong, CSA |
| Mr. Honigfeld | Mr. Plenn | Mr. Greg Gontowski, Business Administrator |
| Mr. James | | |
| Mrs. Stocker | | |
| Mr. Vitiello | | |
| Mrs. Perno | | |

**PLEDGE TO THE FLAG**

**OPEN PUBLIC COMMENT -** None

**APPROVAL OF THE MINUTES**

Moved by Foster, and seconded Perno for the board of education to approve the following board minutes:

**9/13/16 Minutes**

- Regular Meeting – September 13, 2016

**Roll call vote:** Motion carried: 6-0

**NEW BUSINESS**

**Steve Morrone's Plaque Recognition**

- Recognition of Steve Morrone's years of service to Merchantville School
  - Presentation of a plaque from the Merchantville Board of Education

**Student Presentation**

- Student Presentation on the Science MYSPACE Geospatial STEM Class

**Meeting Update**

- Business & Facility Update from Sept 13 Meeting

**Next Meeting Oct. 4**

- Reminder that the next meeting is on Oct 4 – Discussion of BOE meeting location

**UNFINISHED BUSINESS** – None

**COMMUNICATIONS** – None

**CSA Report**

**CSA REPORT**

- Presentation of PARCC Data broken down by subgroups and state comparison

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## CSA RECOMMENDATIONS

**HIB Self Evaluation 2015-2016**

**1.** Motioned by Stocker, seconded by Foster that the Merchantville Board of Education approve the Merchantville School HIB Self Evaluation for the 2015-2016 school year with a score of 71 out of a possible 78 points.
Motion carried: 6-0

**Rudnow-KIpp – Volunteer Choir program 2016-2017**

**2.** Motioned by Vitiello, seconded by Stocker that the Board of Education approve Carrie Rudnow-Kipp as a volunteer for the Choir program for the 2016-2017 school year.
Motion carried: 6-0

**Merit Goal #1 2016-2017**

**3.** Motioned by Foster, seconded by Perno that the Board of Education approve the Chief School Administrator Merit Goal #1 Equal Access for a possible $2500 for the 2016-2017 school year. Progress updates will be given throughout the year and the Board of Education will be asked to approve the merit pay if/when the goals are met.
Motion carried: 6-0

**Merit Goal #2 2016-2017**

**4.** Motioned by James, seconded by Perno that the Board of Education approve the Chief School Administrator Merit Goal #2 Public Communication for a possible $1500 for the 2016-2017 school year. Progress updates will be given throughout the year and the Board of Education will be asked to approve the merit pay if/when the goals are met.
Motion carried: 6-0

**Field Trips**

**5.** Motioned by Perno, seconded by Foster that the 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** | **Other Info** |
|---|---|---|---|---|---|---|
| Shofuso House – Philadelphia, Pa | 3rd Grade Trip | 48 | 3 | 3 | Oct 2016 | Art-A-Facts Trip |
| YMCA Fairview Lake Camp – Newton, NJ | 8th Grade Trip | 38 | 3 | 3 | Dec 2016 | Class Trip |
| Grounds for Sculpture – Hamilton, NJ | 2nd Grade Trip | 44 | 2 | 6 | Oct 2016 | Art-A-Facts Trip |
| Barnes Foundation & Magic Garden – Philadelphia, PA | 5th Grade Trip | 39 | 3 | 8 | Oct 2016 | Art-A-Facts Trip |

Motion carried: 6-0

**Professional Development Workshops**

**6.** Motioned by Stocker, seconded by Vitiello 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 |
|---|---|---|---|---|
| Jeanne Leise | The Special Services Director's Toolkit | Monroe, NJ | Nov 1, 2016 | $139 |

**Use of Facilities**

**Informational Use of Facilities -**

| Group | Event | Times | Dates | Facility |
|---|---|---|---|---|
| Merchantville Little League | Fall Softball Season | 5:00 – 9:00 pm | Sept 1, 2016 – Nov 1, 2016 | Softball Field |
| Merchantville 8th grade meeting | 8th grade committee meeting | 6:30 – 8:00 pm | Sept 26, 2016 | Room 105 |
| Child Study Team | Special Education Advisory Committee | 3:30 – 5:00 pm | Oct 19, 2016 | Room 105 |

Motion carried: 6-0

**Business Office Recommendations**

**Financial and Transfers Reports**

**1.** Motioned by Vitiello, seconded by James that the Merchantville Board of Education approve items A through C:

**A. Monthly Reports**
The Budget Summary and Revenue Summary for the month of July 2016 **(Attachment A1 and A2)** and August 2016 **(Attachment A3 and A4)**.

**B. Transfer of Funds**
The attached transfer list, with the recommendation of the Superintendent, for the month of July 2016 **(Attachment B1)** and August 2016 **(Attachment B2)**.

**C. Financial Reports**

**1.** Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2016 and August 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 & Attachment C2)**

2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2016 and August 2016. The Treasurer's Report and Secretary's report are in agreement for the month of July 2016 and August 2016. **(Attachment C3 & Attachment C4)**

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.

Motion carried: 6-0

**2.** Motioned by Foster, seconded by Perno that the Merchantville Board of Education approve items D:

**Warrants**

**D. Warrants**
The attached bill lists:
- July & August 2016 payroll
- September 2016 warrants **(Attachment D1)**

Motion carried: 6-0

**3.** Motioned by James, seconded by Foster that the Merchantville Board of Education approve items E through K:

**Southern NJ Perinatal Cooperative – Nursing Service**

**E. Nonpublic Nursing**
The contract with Southern New Jersey Perinatal Cooperative to provide nursing services for the nonpublic schools in the amount of $85.83 per student for the 2016-2017 school year (Note: To be paid through Nonpublic Funds).

**Brookfield Tuition - Student #8262898053**

**F. Tuition Contract**
Tuition contract with Brookfield Schools for student #8262898053 in the amount of $52,020.00 for the 2016-2017 school year.

**Bancroft - Tuition student #2566396246**

**G. Tuition Contract**
Tuition contract with Bancroft for student #2566396246 in the amount of $60,179.49 (tuition including ESY) and $33,264.00 (1:1 aide including ESY) for the 2016-2017 school year.

**BCSSSD - Tuition student #5078866897**

**H. Tuition Contract**
Tuition contract with Burlington County Special Services School District for student

#5078866897 in the amount of $3,670.00 for the 2016-2017 school year. (Note: ESY only)

**GCSSSD – Tuition student #2119089755**

**I. Tuition Contract**
Tuition contract with Gloucester County Special Services School District for student #2119089755 in the amount of $4,060.00 (ESY tuition only) and $3,300.00 (1:1 aide for ESY only) for the 2016-2017 school year.

**CCTS – Tuition 2016-2017**

**J. Tuition Contract**
Tuition contract with Camden County Technical Schools in the amount of $3,138.00 per student for the 2016-2017 school year.

**Haddon heights BOE – Tuition 2016-2017**

**K. Tuition Contract**
Tuition contract with Haddon Heights Board of Education in the amount of $728,000.00 for base tuition costs plus $66,689.00 for special education tuition costs for the 2016-2017 school year.

Motion carried: 6-0

**4**. Motioned by Perno, seconded by Vitiello that the Merchantville Board of Education approve item L:

**Resolution Increasing the Bid Threshold – Qualified Purchasing Agent**

**L. Resolution Increasing the Bid Threshold – Qualified Purchasing Agent**
WHEREAS, Greg Gontowski, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from $36,000 to $40,000;

NOW, THEREFORE BE IT RESOLVED that the Merchantville Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of $40,000 for the board of education, and further authorizes Greg Gontowski to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Motion carried: 6-0

**RECOGNITION OF CITIZENS AND STAFF**

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein, and the Chief School Administrator prior to petitioning the board of education. Complaints should only be brought to the board after the appropriate school staff has had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to topics to be address on the published agenda and limited in length to 5 minutes.

- Mr. Mike McLoone – Asked about open board seat.

**No executive session held.**

**Adjourn**

Adjourn Moved by Vitello, seconded by Foster, that the board of education approve to adjourn this meeting.
9:10 p.m.

Motion carried: 6-0

Respectfully submitted,

_____
Greg Gontowski

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