MERCHANTVILLE BOARD OF EDUCATION MINUTES

October 25, 2016

I, Richard James, Vice 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 October 25, 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. Honigfeld	Mr. J. Scott Strong, CSA
Mr. Plenn	Mr. Perno	Mr. Greg Gontowski, Business Administrator
Mr. James		
Mrs. Stocker		
Mr. Vitiello		
Mrs. Fitzgerald		

PLEDGE TO THE FLAG

OPEN PUBLIC COMMENT

- Mike McCloone - Asked about open board seat
- Mike McCloone - Asked about the budget
- Ami Meachum 122 Leslie Ave. – Thanked the board for help with field hockey field preparations
- Ami Meachum - General update on field hockey team

APPROVAL OF THE MINUTES

Moved by Stocker, and seconded Plenn for the board of education to approve the following board minutes:

10/4/16 Minutes

- Regular Meeting – October 4, 2016

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

NEW BUSINESS

Governance Training

- Board of Education Member Governance Training

UNFINISHED BUSINESS

Moved by Foster, and seconded Fitzgerald for the board of education to approve the December Board Meeting date change.

MERCHANTVILLE BOARD OF EDUCATION MINUTES

October 25, 2016

Change Meeting from Dec. 13, 2016 to Dec. 20, 2016

- Moving the December 13, 2016 Board of Education Meeting to December 20, 2016

Roll call vote: Motion carried: 6-0

COMMUNICATIONS – None

CSA Report

CSA REPORT

- Update on School Goal #2 – Building Positive relationships with the community and stakeholders
- Update on outreach methods

CSA RECOMMENDATIONS

M. Mendoza – Resignation 11/9/16

Motioned by Stocker, seconded by Vitiello that the Merchantville Board of Education approve Items 1 thru 5

S. McAnnaney Spanish Teaher

1. Resignation of Meyde Mendoza from the Spanish position as of November 9, 2016.

S. Gudowski – Cheerleading Coach winter 16-17

2. Stacy McAnnaney at the full time Spanish teacher at BA Step 1 (pro-rated salary of $54,923) as of November 14, 2016. (Full time position with benefits)

3. Samantha Gudowksi as the Cheerleading coach for the Winter 2016-2017 season at a contracted approved rate of $2,289.

K. Kelly Observation Holy Family University

4. Kristen Kelly to do 20 hours of observation for the teacher education program at Holy Family University. (Paired with Mrs. Harvey-Wilson)

J. Bennett, C. Anselmo and M. Czarnick – Saturday Boiler Operators 16-17

5. Jerry Bennett, Chris Anselmo and Matt Czarnick as Saturday Bolier operators for the 2016-2017 school year at a rate of $24 per hour. (This is paid by the Camden County Library System)

Roll Call Vote: Voting Yes: Fitgerald, Foster,James, Stocker, Vitiello, and Plenn
Motion carried

QSAC

6. Motioned by Vitiello, seconded by Plenn that the Board of Education approve the QSAC Statement of Assurance for School Year 2016-2017 with the following scores:
   - Instruction 5/5 = 100%
   - Fiscal Management 10/10 = 100%
   - Governance 10 / 10 = 100%
   - Personnel 5/5 = 100%
   - Operations 20/20 = 100%

   Motion carried: 6-0

Nursing Services Plan 16-17

7. Motioned by Foster, seconded by Fitzgerald that the Board of Education approve the Nursing Services Plan for the 2016-2017 school year.
   Motion carried: 6-0

Motioned by Fitzgerald, seconded by Stocker that the Board of Education approve Items 8 and 9

L. Richards – Homework Club

8. Lynn Richards as the Homework Club proctor at a rate of $25 per hour for two days a week for 1 hour each day starting in November 2016.

L. Cast and T. Thomas – Substitute Homework Club

9. Lisa Casey and Tracy Thomas as substitute Homework Club proctors at a rate of $25 per hour for two days a week for 1 hour each day starting in November 2016.
Motion carried: 6-0

Revisions and Adoption Polices

10. Motioned by Plenn, seconded by Vitiello that the Board of Education approve the second reading of the revisions and adoption of the following polices (Changes were based on NJSBA suggestions from June and July 2016):

- Policy 2224 – Non Discrimination / Affirmative Action
- Policy 4111 – Recruitment, Selection and Hiring
- Policy 4111.1 / 4211.1 – Nondiscrimination / Affirmative Action
- Policy 4131 / 4131.1 – Staff Development: In-Service Education / Visitation / Conferences
- Policy 4221 – Recruitment, Selection and Hiring
- Policy 4231 / 4231.1 – Staff Development / In-Service Education / Visitations / Conferences
- Policy 5114 – Suspension and Expulsion
- Policy 5131.1 – Harassment, Intimidation and Bullying
- Policy 5145.4 – Equal Educational Opportunity
- Policy 6121 – Nondiscrimination / Affirmative Action
- Policy 6142.12 – Career Education
- Policy 6142.2 – English as a Second Language: Bilingual Programs
- Policy 6147 – Standards of Proficiency
- Policy 6172 – Alternative Education Programs

Motion carried: 6-0

HIB Case #2 16-17

11. Motioned by Stocker seconded by Plenn that the Board of Education approve the confirmation of HIB Case #2 for the 2016-2017 school year as a HIB finding based on HIB policy #5131.1.
Motion carried: 6-0

Workshops

12. Motioned by Vitiello seconded by Foster 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
Lindsay Brooks	Helping Your Students improve their behavior and strengthen their learning	Cherry Hill, NJ (Voorhees)	Oct 31, 2016	$245
Rachel Spahr	NJ Association of School Psychologists Conference	East Windsor, NJ (Monroe Township)	Dec 9, 2016	$175

Jeanne Leise, Kim Klaus, Rachel Spahr	CST & Director / Supervisor In-Service Day	Blackwood, NJ	Nov 9, 2016	$149 per person
Rachel Nemerofsky	Guided Math Conference	New Brunswick, NJ	Dec 5 & 6, 2016	$399
J Scott Strong	NJASA Technology Committee	Trenton, NJ	Oct 4, 2016 Dec 7, 2016 Feb 28, 2016	$0
J. Scott Strong	Camden County Superintendent Roundtable	Voorhees, NJ	Sept 16, 2016 Nov 4, 2016 Jan 13, 2017 Feb 10, 2017 Mar 10, 2017 April 7, 2017 May 5, 2017 June 9, 2017	$0

Informational Use of Facilities

Group	Event	Times	Dates	Facility
Class of 2017	Meeting	6:30 pm – 8:00 pm	Oct 13, 2016	Room 105
Class of 2017	Haunted House	12:00 pm – 11:00 pm	Oct 19 – 22, 2016	Small Playgrou Gymnasium

Motion carried: 6-0

Financial and Transfers Reports

Business Office Recommendations

1. Motioned by Foster, seconded by Plenn that the Merchantville Board of Education approve Items A thru K.

A. Monthly Reports

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

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of

September 2016 **(Attachment B1)**.

C. Financial Reports

i. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 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)**

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

iii. 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.

iv. 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:

- September 2016 payroll **(Attachment D1)**
- October 2016 warrants **(Attachment D2)**

Non-Fair and Open

E. Non-Fair and Open

To award a non-fair and open contract to TNT Consulting in the amount of $38,500.00 for technology related services for the 2016-2017 school year.

Food Service Management Company

F. Food Service Management Company

It is recommended that the Board of Education approve the following Resolution for the 2016-2017 school year:

Be it resolved that the Merchantville Board of Education Approves:

Surplus Guarantee

Sodexo guarantees that District shall breakeven for the 2016-2017 school year. If the actual Surplus for the Food Service program falls short of the aforementioned amount, Sodexo shall pay the difference to District in an amount not to exceed one hundred percent (100%) of Sodexo's annual **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.

Management Fee

District shall pay Sodexo a Management Fee in an amount equal to $0.5326 per Pattern Meal and Meal Equivalent for the 2016-2017 contract year.

Professional Service

G. Agreement for Professional Services

The attached agreement for professional services with Burlington County Special Services School District for the 2016-2017 school year **(Attachment G1)**.

BCIPJIF Renewal

H. BCIPJIF Renewal

To approve the attached Resolution and Indemnity && Trust Agreement to renew membership in the BCIPJIF for the threeyear membership term commencing on July 1, 2017 **(Attchment H1)**.

Tuition BCSSSD Student #507886897

I. Tuition Contract

Tuition contract with Burlington County Special Services School District for student #5078866897 in the amount of $37,720.00 for the 2016-2017 school year.

Tuition GCSSSD Student #2119089755

J. Tuition Contract

Tuition contract with Gloucester County Special Services School District for student #2119089755 in the amount of $36,540.00 for the 2016-2017 school year and a 1:1 aide in the amount of $36,720.00 for the 2016-2017 school year.

Tuition YALE Student #8340675310

K. Tuition Contract

Tuition contract with YALE School, Inc. for student #8340675310 in the amount of $56,227.50 for the 2016-2017 school year (including ESY).

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.

- Ami Meachum - Wants to communicate extracurricular, sports, etc. in addition to education
- Carrie Rupnow-Kidd - 12 Alexander Ave. - Additional comments about communication

No executive session held.

Adjourn

Adjourn Moved by Foster, seconded by Fitzgerald, that the board of education approve to adjourn this meeting.
8:33 p.m.

Motion carried: 6-0

Respectfully submitted,

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Greg Gontowski