MERCHANTVILLE BOARD OF EDUCATION MINUTES

October 24, 2017

I, Richard James, Vice President, call this meeting to order under the Open Public Meeting Act at 7:31 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. Honigfeld	Mr. Greg Gontowski, Business Administrator
Mr. James	Mrs. Perno	
Mr. Nussbaum		
Mrs. Stocker		
Mr. Vitiello		

OPEN PUBLIC COMMENT

Mike McLoone
- Asked about Teachers Contract

APPROVAL OF THE MINUTES

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

Minutes September 26, 2017 and October 3, 2017

- Regular Meeting and Executive Session – September 26, 2017
- Special Meeting – October 3, 2017

Approval of Minutes Motion carried: 6-0-0

Committee Reports

COMMITTEE REPORTS

1. Policy and Community Engagement – Meeting Oct 18 at 6:30
2. Education Committee – No Meeting
3. Finance: Planning and Utilization – No Meeting
4. Personnel Committee – No Meeting
5. Facilities Committee – Meeting Oct 24 at 6:30
6. Negotiations Committee – No new Update Since August Meeting

New Business

NEW BUSINESS - None

Unfinished Business

UNFINISHED BUSINESS

MERCHANTVILLE BOARD OF EDUCATION MINUTES

October 24, 2017

Merchantville Board of Education Goals – Review proposed Goals

Moved by Adams, and seconded by Fitzgerald for the board of education to approve the proposed Merchantville School District Goals for the 2017-2018 school year.

Communications

COMMUNICATIONS – None

CSA Report

CSA REPORT

- Monthly Report September 2017
- Emergency Drills: Fire Drill 9/7 at 10:08 & Evacuation Drill 9/21 at 9:15
- QSAC Presentation of Statement of Assurance
- Hearing on School Violence, Vandalism & Substance Abuse with the Week of Respect of Activities

CSA Recommendations

CSA RECOMMENDATIONS

Motioned by Vitiello, seconded by Nussbaum that the Merchantville Board of Education approve Item 1.

QSAC 17-18

1. The Merchantville Board of Education approve the QSAC Statement of Assurance for School Year 2017-2018 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%

Item 1 Motion carried: 6-0-0

Motioned by Stocker, seconded by Adams that the Merchantville Board of Education approve Item 2.

5 Year Curriculum Plan 7/17 thru 6/22

2. The Merchantville Board of Education approve the 5-Year Curriculum plan from July 2017 – June 2022.

1tem 2 Motion carried: 6-0-0

Motioned by Fitzgerald seconded by Stocker that the Merchantville Board of Education approve Items 3 thru 6.

Elizabeth Alloway – Substitute Detention and Homework Center Proctor

3. The Merchantville Board of Education approve Elizabeth Alloway as a substitute detention and Homework Center proctor for the 2017-2018 school year at a rate of $25 per hour.

Tracy Thomas – Substitute Detention and Homework Center Proctor

4. The Merchantville Board of Education approve Tracy Thomas as a substitute detention and Homework Center proctor for the 2017-2018 school year at a rate of $25 per hour.

Thomas Springer Sr. – Substitute Custodian 17-18

Levi Cruz – Substitute Custodian17-18

5. The Merchantville Board of Education approve Thomas Springer Sr. as a substitute custodian for the 2017-2018 school year at a rate of $13.00 per hour.

6. The Merchantville Board of Education approve Levi Cruz as a substitute custodian for the 2017-2018 school year at a rate of $13.00 per hour.

Roll Call Vote: Voting Yes: Adams, Fitzgerald, James, Nussbaum, Stocker and Vitiello, Motion carried

Motioned by Nussbaum seconded by Fitzgerald that the Merchantville Board of Education approve Items 7 and 8.

Chantel Bechtel – Substitute Aide 17-18

Angela DiPiertro Substitute Aide 17-18

7. The Merchantville Board of Education approve Chantel Bechtel added to the substitute aide list for the 2017-2018 school year, pending the completion of paperwork.

8. The Merchantville Board of Education approve Angela DiPietro added to the substitute aide list for the 2017-2018 school year, pending the completion of paperwork.

1tems 7 and 8 Motion carried: 6-0-0

Motioned by Adams seconded by Vitiello that the Merchantville Board of Education approve Item 9.

Center for Family Service Provide a Girls Circle Program

9. The Merchantville Board of Education approve the Center for Family Service provide a Girls Circle Program for students in grades 5 – 8 for the 2017-2018 school year.

1tem 9 Motion carried: 6-0-0

Motioned by Vitiello seconded by Adams that the Merchantville Board of Education approve Item 10 and 11.

Updated Polices – Operation and Maintenance of Plant, Safety, School Meal Program Arrears and Missing, Abused and Neglected Children

10. The Board of Education approve the second reading and adoption of the updated polices listed below:

- 3510 – Operation and Maintenance of Plant
- 3516 – Safety
- 3542.2 – School Meal Program Arrears
- 5141.4 – Missing, Abused and Neglected Children

Frist Reading of Policy Updates Transportation Safety, Local Wellness/Nutrition and Emergencies & Disaster Preparedness

11. The Board of Education approve the first reading of the following policy updates:

- 3541.33 – Transportation Safety
- 3542.1 – Local Wellness / Nutrition Policy
- 6114 – Emergencies & Disaster Preparedness

1tems 10 and 11 Motion carried: 6-0-0

Motioned by Stocker seconded by Fitzgerald, that the Merchantville Board of Education approve Items 12 and 13.

Filed Trips – Arden Theater/Smith Memorial Playground and YMCA

12. 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
Arden Theater / Smith Memorial Playground Philadelphia, PA	1st Grade	39	2	6	May 2018	
YMCA Fairview Lake Camp Newton, NJ	8th Grade	43	4	3	Nov – Dec 2017	

Professional Development Workshops – R. Spahr, K Klaus, J. Leise and S. Strong

13. 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
Rachel Spahr	NJASP Winter Conference	East Windsor, NJ	Dec 8, 2017	$175
Kim Klaus	NJALC Fall Symposium	Somerset, NJ	Oct 20, 2017	$165
Jeanne Leise	Addressing Challenging Behaviors in the School Environment	Monroe Township, NJ	Oct 23, 2017	$175
J. Scott Strong	Techspo 2018	Atlantic City, NJ	January 25-26, 2018	$425

1tems 12 and 13 Motion carried: 6-0-0

Use of Facilities

Informational Use of Facilities –

Group	Event	Times	Dates	Facility
Merchantville PTA	8th Grade Parent Meeting	7:00 – 8:30 pm	Mon, Oct 16	Room 105
Merchantville PTA	8th Grade Haunted House	5:00 – 10:00 pm 11:00 am – 1:00 pm	10/20 & 21 10/22	Playground / Gymnasium
Merchantville PTA	Talent Show	3:00 – 6:00 pm	Mon – Fri Oct 11 – Nov 17	Auditorium

		5:00 – 9:00 pm	Fri, Nov 17	
Merchantville PTA	Intramural Basketball	Wed 6:30 – 8:30 pm Sat 11:00 am – 1:00 pm	Jan 6 – March 10	Gymnasium

1tems 12 and 13 Motion carried: 6-0-0

Rescind the Chief School Administrator Contract S. Strong 7/1/15-6/30/18

Motioned by Fitzgerald seconded by Adams, that the Merchantville Board of Education approve Item 14.

14. The Merchantville Board of Education approve to rescind the Chief School Administrator contract from July 1, 2015 – June 30, 2018 for J. Scott Strong.

Roll Call Vote: Voting Yes: Adams, Fitzgerald, James, Nussbaum, Stocker and Vitiello, Motion carried

Motioned by Nussbaum seconded by Fitzgerald, that the Merchantville Board of Education approve Item 15.

Approve Chief School Administrator's Contract S. Strong 7/1/17 – 6/30/22

15. The Merchantville Board of Education approve the Chief School Administrator contract from July 1, 2017 – June 30, 2022 for J. Scott Strong with salaries listed.

- 2017-2018 salary of $135,000
- 2018-2019 salary of $137,500
- 2019-2020 salary of $140,000
- 2020-2021 salary of $142,500
- 2021-2022 salary of $145,000

Roll Call Vote: Voting Yes: Adams, Fitzgerald, James, Nussbaum, Stocker and Vitiello, Motion carried

Business Office Recommendations

Motioned by Adams, seconded by Fitzgerald that the Merchantville Board of Education approve Items A thru D.

Financial and Transfers Reports

A. Monthly Reports

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

B. Transfer of Funds

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

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 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 September 2017. The Treasurer's Report and Secretary's report are in agreement for the month of September 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:
- September 2017 payroll **(Attachment D1)**
- October 2017 warrants **(Attachment D2)**

Roll Call Vote: Voting Yes: Adams, Fitzgerald, James, Nussbaum, Stocker and Vitiello, Motion carried

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

Tuition Contract – CCTS 17-18

E. Tuition Contract
Tuition contract with Camden County Technical Schools in the total amount of $48,015.00 less a credit of $30,068.00 (from the 2015-2016 school year) for the 2017-2018 school year.

Tuition Contract BCSSSD – Student #5078866897

F. Tuition Contract
Tuition contract with Burlington County Special Services School District for student #5078866897 in the amount of $38,474.00 for the 2017-2018 school year.

Tuition Contract BCSSSD – Student #4998755685

G. Tuition - Contract
Tuition contract with Burlington County Special Services School District for student #4998755685 in the amount of $47,791.00 for the 2017-2018 school year.

Tuition Contract Kingsway Learning Center – Student #5438264891 17-18

H. Tuition - Contract
Tuition contract with Kingsway Learning Center for student #5438264891 in the amount of $60,528.30 for the 2017-2018 school year. (Note: Including ESY)

Maintenance Plan 17-18

I. Comprehensive Maintenance Plan
To approve the 2017-2018 comprehensive maintenance plan for submission to the county **(Attachment I1)**.

Form M-1 17-18

J. Form M-1
To approve the 2017-2018 Form M-1 for submission to the county **(Attachment J1).**

Roll Call Vote: Voting Yes: Adams, Fitzgerald, James, Nussbaum, Stocker and Vitiello, Motion carried

RECOGNITION OF CITIZENS AND STAFF

Mike McLoone
- Asked the reason for October 3, 2017 Special Meeting

Executive Session

Executive Session- None

Adjourn

Adjourn Moved by Adams, seconded by Fitzgerald, that the board of education approve to adjourn this meeting at 8:29 p.m.

Motion carried 6-0 -0

Respectfully submitted,

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Greg Gontowski