MERCHANTVILLE BOARD OF EDUCATION MINUTES

August 22, 2017

I, Elliot Honigfeld, President, call this meeting to order under the Open Public Meeting Act at 7:33 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
Mrs. Foster	Mrs. Perno	Mr. J. Scott Strong, CSA
Mr. James		Mr. Greg Gontowski, Business Administrator
Mrs. Stocker		
Mr. Vitiello		
Mr. Honigfeld		
Ms.Adams		
Mr. Fitzgerald		

OPEN PUBLIC COMMENT

Mike McLoone
- Asked about Teachers Contract
- Asked about food service balance

Colleen Malone – 16 Morris St. Merchantville
- Expressed concern about special education staff members and structure of their department

APPROVAL OF THE MINUTES

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

Minutes July 2017

- Regular Meeting and Executive Session – July 25, 2017

Approval of Minutes Motion carried: 5-0-2 *Fitzgerald and Adams 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 – August 22nd Meeting
6. Negotiations Committee – Update on Negotiations

MERCHANTVILLE BOARD OF EDUCATION MINUTES

August 22, 2017

New Business

NEW BUSINESS

A. Motioned by Adams, seconded by Foster that the Merchantville Board of Education to approve Craig Nussbaum's vacancy position to 12/3/17.

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

- The Merchantville Board of Education Report 2016-2017

Unfinished Business

UNFINISHED BUSINESS

- Plan for the development of Merchantville Board of Education Goals for the 2017-2018 school year

Communications

COMMUNICATIONS – None

CSA Report

CSA REPORT – None

CSA Recommendations

CSA RECOMMENDATIONS

School Teacher Handbook 17-18

Motioned by Adams, seconded by Foster that the Merchantville Board of Education approve Item 1.

1. The Merchantville Board of Education approve the Merchantville School Teacher Handbook for the 2017-2018 school year.

Item 1 Motion carried: 8-0-0

Hiring of Part-Time Evening Custodian Richard Reustle Jr. 9/1/17

Motioned by Vitiello, seconded by Fitzgerald that the Merchantville Board of Education approve Item 2.

2. The Merchantville Board of Education approve the hiring of part-time evening custodian Richard Reustle Jr starting Sept 1, 2017 at a rate of $14 per hour for up to 29.5 hours per week.

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and Honigfeld Motion carried

Motioned by Stocker seconded by James that the Merchantville Board of Education approve Items 4 and 5.

Substitute Teacher and Nurse List 17-18

4. The Merchantville Board of Education approve the Substitute teacher and Nurse list as presented for the 2017-2018 school year.

Substitute Pay

5. The Merchantville Board of Education pay the following for substitute pay:
    - Less than 4 hours a day is $45 for the day's work
    - 4 hours to 5.5 hours a day is $60 for the day's work
    - Over 5.5 hours a day is $85 for the day's work

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and Honigfeld Motion carried

Motioned by Foster seconded by Adams that the Merchantville Board of Education approve Items 6 thru 8.

Lisa Casey – Detention Proctor 17-18

6. The Merchantville Board of Education approve Lisa Casey as the detention proctor as needed for the 2017-2018 school year at $25 per hour. Detention is held on Tuesdays and Thursdays from 3:00 to 3:45.

Lisa Casey – Homework Proctor 17-18

7. The Merchantville Board of Education approve Lisa Casey as the homework proctor as needed for the 2017-2018 school year at $25 per hour. Homework club is held Mondays and Wednesdays from 3:00 to 4:00.

Lynn Richards Substitute Homework and Detention Proctor 17-18

8. The Merchantville Board of Education approve Lynn Richards as the substitute homework and detention proctor for the 2017-2018 school year at $25 per hour.

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and Honigfeld Motion carried

Motioned by James seconded by Foster that the Merchantville Board of Education approve Item 9.

Professional Development 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
Jerry Bennett	*Information Systems *Structural and Mechanical Systems *Management Supervision and Human Resources *Energy Management	Mays Landing, NJ (Atlantic Cape Community College)	*Oct 28, Nov 4, 11 & 18 * Nov 2, 7, 9, & 14 * Sept 7, 12, 14, 19, 26, 28, Oct 3, 5, 10 *Dec 1	$2195 total

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and Honigfeld Motion carried

Motioned by Fitzgerald seconded by Stockerr that the Merchantville Board of Education approve Items 10 and 11.

Richard Krouse – Volunteer Soccer Coach Fall 2017

10. The Merchantville Board of Education approve Richard Krouse as a volunteer soccer coach for the Fall 2017 season.

Carrie Rudrow-Kidd – Volunteer Choir Director 17-18

11. The Merchantville Board of Education approve Carrie Rudrow-Kidd as a volunteer choir director for the 2017-2018 school year.

Items 10 and 11 Motion carried: 8-0-0

Motioned by Adams seconded by Vitiello that the Merchantville Board of Education approve Item 12.

Field Trips

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:

Item 12 Motion carried: 8-0-0

Place	Grade / Students	# Students	# Teachers	# Outside Chaperones	Month	Other Info
Washington Crossing State Park	Naturalist Club	45	1	4	Oct 2017	Carroll Will Funded Trip

Use of Facilities

Informational Use of Facilities –

Group	Event	Times	Dates	Facility
Merchantville Little League	Fall Baseball and Softball	Evenings 5:30 – 9:00 & Weekends 8:00 – 6:00	August 31, 2017 – Nov 1, 2017	Athletic Fields (Baseball & Softball)

Business Office Recommendations

Financial and Transfers Reports

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

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of June 2017 and July 2017 **(Attachment A1, A2, A3, and A4).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of June 2017 and July 2017 **(Attachment B1 and B2)**.

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2017 and July 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 and C2)**

2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2017 and July 2017. The Treasurer's Report and Secretary's report are in agreement for the month of June 2017and July 2017. **(Attachment C3 and 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.

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and Honigfeld Motion carried

Motioned by Stocker, seconded by Foster that the Merchantville Board of Education approve Item D.

Warrants

D. Warrants

The attached bill lists:

- July 2017 payroll **(Attachment D1)**
- July and August 2017 warrants **(Attachment D2)**

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and Honigfeld Motion carried

Tuition BCSSSD Student #5078866897 and #4998755685 17/18 School Year (ESY Only).

Motioned by James, seconded by Foster that the Merchantville Board of Education approve Items E and F

E. Tuition contract with Burlington County Special Services School District for student #5078866897 and #4998755685 in the amount of $3,700.00 for the 2017-2018 school year (ESY only).

Tuition Haddon Heights BOE 15-15 adjustment

F. Tuition contract with Haddon Heights Board of Education for student regular education tuition, special education tuition, 2015-2016 tuition adjustment, and two self contained placements in the amount of $1,301,161.00 for the 2017-2018 school year.

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and

Honigfeld Motion carried

Executive Session

RECOGNITION OF CITIZENS AND STAFF

Mike McLoone

- Asked for a copy of presentation and about students opting out for testing.

Motion to recess into Executive Session at 8:52 PM by Fitzgerald, second by Foster. Motion carried 8-0 -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 9:15 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. 10:4-1

Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: Superintendent);

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

Action will be taken

MERCHANTVILLE BOARD OF EDUCATION MINUTES

August 22, 2017

Exit Executive Session

Motion to exit Executive Session at 9:14 P.M. and return to regular session by Foster, second by Fitzgerald.

Motion carried: 8-0-0

Motioned by James, seconded by Adams that the Merchantville Board of Education approve Item 3.

Submission of the Chief School Administrator Contract 7/1/17 to 6/30/22

3. The Merchantville Board of Education approve the submission of the Chief School Administrator contract from July 1, 2017 to June 30, 2022 to the Executive County Superintendent for initial approval.

Roll Call Vote: Voting Yes: Adams, Fitgerald, Foster, James, Nussbaum, Stocker, Vitiello, and Honigfeld Motion carried

Adjourn

Adjourn Moved by Adams, seconded by Foster, that the board of education approve to adjourn this meeting at 9:17 p.m.

Motion carried 8-0 -0

Respectfully submitted,

_____

Greg Gontowski

MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

August 22, 2017

Moved by Sean Fitzgerald and seconded by Karen Foster to adjourn, into Executive Session, from which the general public is excluded, any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: Superintendent);

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 8:52 PM

Members Present: Ms. Adams, Mr. Fitzgerald, Mrs. Foster, Mr. James, Mr. Nussbaum, Mrs. Stocker, Mr. Vitellio and Mr. Honigfeld,

Members Absent: Mrs. Perno

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 Karen Foster, and seconded by Sean Fitzgerald, that the board of education approve to return to open session at 9:14p.m.

Motion carried: 8-0-0

Respectfully submitted,

Greg Gontowski

Board Secretary