MERCHANTVILLE BOARD OF EDUCATION MINUTES

September 26, 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
Mr. James	Ms. Adams	Mr. J. Scott Strong, CSA
Mr. Nussbaum	Mr. Fitzgerald	Mr. Greg Gontowski, Business Administrator
Mrs. Perno	Mrs. Foster	
Mrs. Stocker		
Mr. Vitiello		
Mr. Honigfeld		

OPEN PUBLIC COMMENT

Mike McLoone
- Asked for Teachers Contract update

APPROVAL OF THE MINUTES

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

Minutes August 2017

- Regular Meeting and Executive Session – August 22, 2017

Approval of Minutes Motion carried: 5-0-1 *Mrs. Pero abstained

Committee Reports

COMMITTEE REPORTS

- Policy and Community Engagement – No Meeting
- Education Committee – Meeting Sept 26 at 6:30
- Finance: Planning and Utilization – No Meeting
- Personnel Committee – Meeting Sept 18 at 8:00
- Facilities Committee – No Meeting
- Negotiations Committee – No new Update Since August Meeting

New Business

NEW BUSINESS - None

Unfinished Business

UNFINISHED BUSINESS

Merchantville Board of Education Goal Setting Meeting – Tues. Oct 3, 2017 at 7:30 in the Library.

Communications

COMMUNICATIONS – None

MERCHANTVILLE BOARD OF EDUCATION MINUTES

September 26, 2017

CSA Report

CSA REPORT

- Update on the Opening of School for the 2017-2018 school year
- Choice School Update

CSA Recommendations

CSA RECOMMENDATIONS

Motioned by Stocker, seconded by Perno that the Merchantville Board of Education approve Items 1 thru 3.

Comprehensive Guidance Plan 17-18

1. The Merchantville Board of Education approve the Comprehensive Guidance Plan for the 2017-2018 school year.

HIB Self Evaluation 16-17

2. The Merchantville Board of Education approve the Merchantville School HIB Self Evaluation for the 2016-2017 school year with a score of 73 out of a possible 78 points.

Safety Plan 17-18

3. The Merchantville Board of Education approve the School Safety plan for the 2017-2018 school year.

Items 1 thru 3 Motion carried: 6-0-0

Motioned by James, seconded by Nussbaum that the Merchantville Board of Education approve Item 4.

School Choice 18-19

4. The Merchantville Board of Education continue to be a part of the School Choice program for the 2018-2019 school year.

1tem 4 Motion carried: 6-0-0

Motioned by Nussbaum seconded by Vitiello that the Merchantville Board of Education approve Items 5 and 6.

Shawn Waldron Moving Salary Guide 17-18

5. Tthe Merchantville Board of Education approve moving Shawn Waldron from BA +15 Step 15 (16-17 school year) to BA +30 Step 15 (16-17 school year; Salary = $78,663) on the salary guide for the 2017-2018 school year.

Field Based-Observation Taylor Mason Fall 2017

6. The Merchantville Board of Education approve the Field Based-Observation Experience for Taylor Mason from Camden County College for the Fall 2017 (15 observation hours – 1st grade).

Roll Call Vote: Voting Yes: James, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld
Motion carried

Motioned by Perno seconded by James that the Merchantville Board of Education approve Items 7 thru 9.

Review of Policy - School Wellness/Nutrition

7. The Board of Education approve the review of the following policy:
   - 3542.1 – School Wellness / Nutrition

First Reading updated Polices – Operation and Maintenance/Safety

8. The Board of Education approve the first reading of the updated polices listed below:
   - 3510 – Operation and Maintenance of Plant
   - 3516 – Safety

Adoption of New Policy – School Meal Program Arrears

9. 5141.4 – Missing, Abused and Neglected ChildreThe Board of Education approve the first reading of the adoption of the new policy:
   - 3542.2 – School Meal Program Arrears

1tems 7 thru 9 Motion carried: 6-0-0

Motioned by Vitiello seconded by Stocker that the Merchantville Board of Education approve Items 11 and 12.

G. Bennet – Volunteer Basketball Coach 17-18

11. The Merchantville Board of Education approve Gerald Bennet as a volunteer basketball coach for the 2017-2018 school year.

J. Bertini and J. Brill co-advisors for Student Government 17-18

12. The Merchantville Board of Education approve Jamie Bertini and Janice Brill as co-advisors for the Student Government for the 2017-2018 school year. The 16-17 stipend was $1503 which equates to $751.50 per co-advisor. (Previously approved as just one advisor, Janice Brill)

1tems 11 and 12 Motion carried: 6-0-0

Motioned by Stocker seconded by Nussbaum that the Merchantville Board of Education approve Item 13.

Filed Trips

13. 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
Merchantville Borough	Citizenship in the Community students	13	1	0	Sept – Nov 2017	Walking trips
Longwood Gardens Kennett Square, PA	4th Grade	50	2	2	Oct 2017	
Adventure Aquarium Camden, NJ	1st Grade	40	2	6	March 2018	
YMCA Fairview Lake Camp Newton, NJ	8th Grade	43	4	3	Nov – Dec 2017	

Item 13 Motion carried: 6-0-0

Motioned by James seconded by Vitiello, that the Merchantville Board of Education approve Item 14.

Professional Development Workshops

14. 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
Janice Brill & Samantha Gudowski	Strategies and Structure for Teaching Reading & Writing	Philadelphia, PA	Oct 26, 2017	$249 per person
J. Scott Strong	NJASA Technology Committee	Trenton, NJ	Oct 3, 2017, Dec 6, 2017 May 3, 2018	$0
J. Scott Strong	Camden County Superintendent Round Table	Voorhees, NJ	Sept 15, Oct 6, Nov 3, 2017 Jan 12, Feb 2, Mar 2, April 13, May 4, Jun 8, 2018	$0

Roll Call Vote: Voting Yes: James, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld Motion carried

Use of Facilities

Informational Use of Facilities –

Group	Event	Times	Dates	Facility
Merchantville PTA	8th Grade Parent Meeting	7:00 – 8:30 pm	Mon, Sept 18 & Mon Sept 25	Room 105
Merchantville PTA	Fall Book Fair	5:00 – 8:30 pm	Tues, Oct 3	Vestibule Area & Room 105

Business Office Recommendations

Motioned by Nussbaum, seconded by Perno 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 August 2017 **(Attachment A1 and A2).**

B. Transfer of Funds

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

C. Financial Reports

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

- August 2017 payroll **(Attachment D1)**
- September 2017 warrants **(Attachment D2)**

Roll Call Vote: Voting Yes: James, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld Motion carried

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

Haddon Heights – Tuition Contract Student #65515134 17-18

E. Tuition Contract
Tuition contract with Haddon Heights Board of Education for student #6551885134 in the amount of $3,500.00 for the 2017-2018 school year.

Crescent Hill – Tuition Contract Student #5544298495 17-18

F. Tuition Contract
Tuition contract with Crescent Hill Academy, Inc. for student #5544298495 in the amount of $54,858.00 for the 2017-2018 school year.

IDEA Service to St. Pete's 17-18

G. CCESC – IDEA - Nonpublic
To approve Camden County Educational Services Commission to provide IDEA services to St. Pete's in the amount of $39,780.00 for the 2017-2018 school year.

Southern NJ Perinatal Cooperative Agreement 17-18

H. SNJPC - Nonpublic
To approve The Southern New Jersey Perinatal Cooperative agreement for the 2017-2018. school year in an amount not to exceed $29,289.15.

Agreement between Camden Co, Library Com. And Merchantville BOE – Saturdays as needed

I. Camden County Library Commission
To approve the Agreement between the Merchantville Board of Education and the Camden County Library Commission. The original agreement is from 2014-2015 and is updated annually to reflect the cost of providing boiler service on Saturdays as needed throughout the school year **(Attachment I1)**.

Changed to Grants 17-18

J. Salaries Charged to Grants
To approve the salaries charged to grants for the 2017-2018 school year **(Attachment H1)**.

Non Fair and Opern - Painterz Edge – Painting Service 17-18

K. Non Fair and Open
To award a non fair and open contract to Painterz Edge in the amount of $18,200.00 for painting services during the 2017-2018 school year.

Roll Call Vote: Voting Yes: James, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld
Motion carried

RECOGNITION OF CITIZENS AND STAFF

Mike McLoone
- Asked how many choice students in total.
- Asked about the school meal program arrears policy

Executive Session

Motion to recess into Executive Session at 7:53 PM by Perno, second by James.
Motion carried 6-0 -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 8:10 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 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 and MEA)

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

Exit Executive Session

Motion to exit Executive Session at 8:07 P.M. and return to regular session by James, second by Stocker.

Motion carried: 6-0-0

Motioned by Perno, seconded by Stocker that the Merchantville Board of Education approve Item 10.

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

10. Tthe Board of Education approve the submission of the updated 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: James, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld
Motion carried

Adjourn

Adjourn Moved by Vitiello, seconded by Nussbaum, that the board of education approve to adjourn this meeting at 8:09 p.m.

Motion carried 6-0 -0

Respectfully submitted,

_____

Greg Gontowski

MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

September 26, 2017

Moved by Jennifer Perno and seconded by Richard James to adjourn, into Executive Session, from which the general public is excluded, 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 and MEA)

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 7:53 PM

Members Present: Mr. James, Mr. Nussbaum, Mrs. Perno, Mrs. Stocker, Mr. Vitellio and Mr. Honigfeld,

Members Absent: Ms. Adams, Mr. Fitzgerald and Mrs. Foster

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

Topic: Discussion took place regarding Superintendent contract and MEA contract.

Return to Open Session – Moved by Richard James, and seconded by Anjali Stocker that the board of education approve to return to open session at 8:07 p.m.

Motion carried: 6-0-0

Respectfully submitted,

Greg Gontowski

Board Secretary