MERCHANTVILLE BOARD OF EDUCATION MINUTES

January 22, 2019

I, Elliot Honigfeld, President, call this meeting to order under the Open Public Meeting Act at 7:30 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		Mr. J. Scott Strong, CSA
Mr. Carcanague		Mr. Greg Gontowski, Business Administrator
Mrs. Geddes		
Mr. Honigfeld		
Mr. Licata		
Mr. Nussbaum		
Mrs. Perno		
Mrs. Stocker		

OPEN PUBLIC COMMENT I - None

APPROVAL OF THE MINUTES

Moved by Carcanague, and seconded by Nussbaum for the board of education to approve the following board minutes:

Approval – January 7th Minutes

- Regular Meeting and Executive Session – January 7, 2019

Approval of Minutes Motion carried: 8-0-0

New Business

NEW BUSINESS

- Appointment of Merchantville Board of Education Committees 2019
- Merchantville School was awarded the Safety Incentive Award for the 2017-2018 School Year.
- This award is recognized on a plaque and a $2500 award to continue our safety endeavors.
- Financial Disclosures

Unfinished Business

UNFINISHED BUSINESS

- Diversity Discussion
- Appointment of CCESC Representative:

Motioned by Nussbaum, seconded by Adams that the Merchantville Board of Education approve Appointment of CCESC Representative.

Appoint Kerry DeSimone as Representative to Camden County Educational Services Commission for 2019.

Roll Call Vote: Voting Yes: Adams, Carcanague, De Simone, Geddes, Licata, Nussbaum, Perno, Stocker, and Honigfeld.

Motion carried: 9-0-0

Committee Reports

COMMITTEE REPORTS

- Promoting Positive Partnerships

Communication

COMMUNICATIONS

- Merchantville School is entitled to one representative on the Haddon Heights BOE

CSA Report

CSA REPORT

- December Emergency Drills – Dec 3 at 1:30, Fire Drill & Dec 21 at 9:05, Active Shooter Drill
- December 2018 Report
- 2 HIB Cases Investigated – 1 HIB Confirmed & 1 not enough evidence to be classified as HIB
- Update on Board of Education Goal #3
- Use of Facility Update Jan & Feb 2019

CSA Recommendations

CSA RECOMMENDATIONS

Motioned by Geddes, seconded by Carcanague that the Merchantville Board of Education approve Items 1 thru 6.

Kelli Mouzon – Substitute 18-19

1. That the Board of Education approve to add Kelli Mouzon to the substitute list for the 2018-2019 school year pending completion of paperwork.

Michael Daily – Moved on Salary Guide

2. That the Board of Education move Michael Daily be moved on the salary guide from BA to BA +15 as of February 1, 2019.

First Reading Revised Policy

3. That the Board of Education approve the first reading of the revised policy:
    a. Policy # 5141.21 – Administering Medication

First Reading of New Policies

4. That the Board of Education approve the first reading of the new policies:
    a. Policy # 4111.2 – Domestic Violence
    b. Policy # 5145.7 – Gender Identity and Expression

Review of Policies

5. That the Board of Education approve the review of the following policies:
    a. Policy # 9000 – Role of the Board
    b. Policy # 9010 – Role of the Member

c. Policy # 9020 – Public Statements
d. Policy # 9113 – Filling Vacancies

e. Policy # 9121 – Election & Duties of the President
f. Policy # 9130 – Committees
g. Policy # 9200 – Orientation & Training of Board Members
h. Policy # 9250 – Expenses/Remuneration & Reimbursement
i. Policy # 9270 – Conflict of Interest
j. Policy # 9271 – Code of Ethics
k. Policy # 9272 – Pay to Play
l. Policy # 9311 – Formulation, Adoption, Amendment of Policies
m. Policy # 9312 – Formulation, Adoption, Amendment of Bylaws
n. Policy # 9313 – Formulation, Adoption, Amendment of Administrative Regulations
o. Policy # 9314 - Suspension of Policies, Bylaws and Regulations
p. Policy # 9320 – School Board Meetings
q. Policy # 9321 – Time, Place, Notification of Meetings
r. Policy # 9322 – Public & Executive Sessions
s. Policy # 9323 – 9324 – Agenda Preparation / Advance Delivery of Meeting Material
t. Policy # 9325 – Rules of Order
u. Policy # 9325.4 – Voting Method
v. Policy # 9326 – Minutes
w. Policy # 9400 – Board Self-Evaluation

Professional Development

6. 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
Rebecca Meizinger	Guided Math	Voorhees, NJ	Feb 26, 2019	$259
Rebecca Meizinger	Making the Best Use of Google Classroom to Enhance Student Learning	Voorhees, NJ	Feb 1, 2019	$269
Alyssa Cardona	Strategies and Structures for Teaching Reading and Writing	Livingston, NJ	Feb 28, 2019	$209

Roll Call Vote: Voting Yes: Adams, Carcanague, De Simone, Geddes, Licata, Nussbaum, Perno, Stocker, and Honigfeld.

Motion carried: 9-0-0

Business Office Recommendations

MERCHANTVILLE BOARD OF EDUCATION MINUTES

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

Financial and Transfers Reports

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of December 2018 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of December 2018 **(Attachment B1).**

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2018. 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 December 2018. The Treasurer's Report and Secretary's report are in agreement for the month of December 2018. **(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:

- December 2018 payroll **(Attachment D1)**
- January 2019 warrants **(Attachment D2)**

Voided Checks

E. VOID Checks

To approve voiding of the following warrant account checks:

- #3030 $119.80 12/18/18 J&G Industrial

Roll Call Vote: Voting Yes: Adams, Carcanague, De Simone, Geddes, Licata, Nussbaum, Perno, Stocker, and Honigfeld.

Motion carried: 9-0-0

OPEN PUBLIC COMMENT II - None

Executive Session – None

Adjourn

Adjourn Moved by Adams seconded by Perno, that the board of education approve to adjourn this meeting at 8:46 p.m.

Motion carried 9-0-0

Respectfully submitted,

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Greg Gontowski