MERCHANTVILLE BOARD OF EDUCATION MINUTES

September 25, 2018

I, Elliot Honigfeld, President, call this meeting to order under the Open Public Meeting Act at 7:35 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. Marc Carcanague | | Mr. Greg Gontowski, Business Administrator |
| Mrs. Geddes | | |
| Mrs. Perno | | |
| Mrs. Stocker | | |
| Mr. Vitiello | | |
| Mr. Honigfeld | | |
| Mr. Nussbaum | | |

**NEW BUSINESS**

- Introduction of New Teachers
- Transportation report / update

**OPEN PUBLIC COMMENT I**

- Barbara Carfagno - 133 East Park Ave.
  - Expressed her concerns regarding transportation issues to the high school.

- Amy Meachum- 122 Leslie Ave.
  - Expressed her concerns regarding transportation issues and ideas how to resolve them.

**Approval – August Minutes**

**APPROVAL OF THE MINUTES**

Moved by Adams, and seconded by Perno for the board of education to approve the following board minutes:

- Regular Meeting – August 28, 2018

**Approval of Minutes Motion carried: 8-0-0**

MERCHANTVILLE BOARD OF EDUCATION MINUTES

September 25, 2018

**New Business**

**NEW BUSINESS**

- NJ School Boards Workshop – October 22-25, 2018 – Does anyone plan to attend?
- Communication to parents – Nussbaum expressed concerns and thoughts that improvements can be made.

**Unfinished Business**

**UNFINISHED BUSINESS** - None

**Committee Reports**

**COMMITTEE REPORTS**

- Policy and Community Engagement Committee
- Education Committee – Meeting August 28 & Sept 25
- Finance: Planning and Utilization
- Personnel Committee
- Facilities Committee
- Promoting Positive Partnerships

**Communication**

**COMMUNICATIONS** - None

**CSA Report**

**CSA REPORT**

- Summer transfers in 37 new students (Not Pre-K & K); transfers out 27 (Not graduating)
- Parent Liaison position has been created and advertised
- Presentation of New Jersey School Finance Background (Finance Committee Request)

**CSA Recommendations**

**CSA RECOMMENDATIONS**

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

**HIB 17-18**

1. That the Board of Education approve the HIB School Self-Assessment for the 2017-2018 school year under the Anti Bullying Bill of Rights Act of a score of 75 out of 78.

**School Choice Program 2019-2020**

2. That the Board of Education approve to continue to be a part of the School Choice program for the 2019-2020 school year.

**Camden County Library Commission**

3. That the Board of Education approve the Agreement between the Merchantville Board of Education and the Camden County Library Commission. The original agreement is from 2014-2024 and is updated annually to reflect the cost of providing boiler service on Saturdays as needed throughout the school year.

**Approval of Items 1 thru 3 Motion carried: 8-0-0**

Motioned by Stocker, seconded by Nussbaum that the Merchantville Board of Education approve Items 4 thru 7.

**Victoria Sheffer – Filed Based Observation**

4. That the Board of Education approve the Field Based Observation Experience for Victoria Sheffer from Fairleigh Dickenson University for January 2019 for 2 weeks.

**Samantha Gudowski – Move from BA Step 7 to BA +15 Step 7**

5. That the Board of Education approve Samantha Gudowski to move from BA Step 7 to BA +15 Step 7 on the salary guide effective Oct 1, 2018.

**Special Education Processes, Procedures and Program Implementation – to NJDOE Office**

6. That the Board of Education approve the affirmation of the review of the Merchantville School District Monitoring of Special Education Processes, Procedures and Program Implementation as presented from the NJDOE Office of Special Education Policy and Procedures.

**Sue Masso – Classroom Volunteer 18-19**

7. That the Board of Education approve Sue Masso as a classroom volunteer for the 2018-2019 school year.

**Roll Call Vote: Voting Yes: Adams, Carcanague, Geddes, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld.**

**Motion carried: 8-0-0**

Motioned by Perno, seconded by Stocker that the Merchantville Board of Education approve Items 8 and 9.

**Attendance for Professional Development Workshops**

8. 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 |
|---|---|---|---|---|
| Vanessa Van Sciver | Music Articulation with Haddon Heights | Haddon Heights, NJ | Sept 28, 2018 | $0 |
| Reginald Shearer | 5th Grade ELA Articulation with Haddon Heights | Haddon Heights, NJ | Sept 24, 2018 | $0 |

**Field Trips**

9. That 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 Community Center | Garden Club | 40 | 1 | 0 | 2018-2019 School Year | Walking Trips After School Gr 3 & Up |

**Roll Call Vote: Voting Yes: Adams, Carcanague, Geddes, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld.**

**Motion carried: 8-0-0**

**Business Office Recommendations**

Motioned by Nussbaum, seconded by Carcanague 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 July and August 2018 **(Attachment A1 and A2).**

**B. Transfer of Funds**
The attached transfer list, with the recommendation of the Superintendent, for the month of July & August 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 July and August 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 July and August 2018. The Treasurer's Report and Secretary's report are in agreement for the month of July and August 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:

- August 2018 payroll **(Attachment D1)**
- September 2018 warrants **(Attachment D2)**
-

**Prepayment of Bills for 18-19**

**E. Prepayment of Bills for 18-19**
To approve the attached resolution authorizing prepayment of bills to certain vendors **(Attachment E1)**

**Roll Call Vote: Voting Yes: Adams, Carcanague, Geddes, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld.**

**Motion carried: 8-0-0**

Motioned by Carcanague, seconded by Adams that the Merchantville Board of Education approve Items F thru H.

**Camden Co, Tech Schools Tuition 18-19**

**F. Tuition Contract**
Tuition contract with Camden County Technical Schools in the total amount of $32,650.00 less a credit of $7,111.00 (from the 2016-2017 school year) for the 2018-2019 school year (Note: $3,265.00 per student).

**Haddon Heights – Tuition and Special Ed. Tuition 18-19 and 16-17 Tuition Adjustment**

**G. Tuition Contract**
Tuition contract with Haddon Heights Board of Education for regular education tuition, special education tuition, and 2016-2017 tuition adjustment in the amount of $1,840,517.00 for the 2018-2019 school year.

**Bancroft – Tuition student #5544298495 18-19**

**H. Tuition Contract**
Tuition contract with Bancroft for student #5544298495 in the amount of $66.00 per hour for homebound instruction for the 2018-2019 school year.

**Roll Call Vote: Voting Yes: Adams, Carcanague, Geddes, Nussbaum, Perno, Stocker, Vitiello, and Honigfeld.**

**Motion carried: 8-0-0**

Motioned by Geddes, seconded by Perno that the Merchantville Board of Education approve addendum Items A and B.

**Warrants**

**A. Warrants**
The attached bill lists:
- September 2018 warrants **(Attachment A1)**

**Voided Checks**

**B. Voiding Checks**
To approve voiding of the following checks:

| | | | |
|---|---|---|---|
| #2800 | Lakeshore Learning | 9/25/18 | $87.75 |
| #2818 | Staples | 9/25/18 | $106.61 |

**OPEN PUBLIC COMMENT II**

- Mike McGloone - Asked a few questions about the enrollment numbers
  - Expressed concerns about the possible new construction and the school not getting full funding from the town.

- Amy Meachum - 122 Leslie Ave. Merchantville
  - Commented on coaches and students participating in sports arrival times at the field
  - Change of bus pickup times
  - Asked if bus passes can be seen ahead of time

**Executive Session – None**

**Adjourn**

**Adjourn Moved by Stocker seconded by Adams, that the board of education approve to adjourn this meeting at 9:12 p.m.**

**Motion carried 8-0-0**

Respectfully submitted,

_____

Greg Gontowski