MERCHANTVILLE BOARD OF EDUCATION MINUTES

October 22, 2019

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. Carcanague		Mr. J. Scott Strong, CSA
Mrs. Geddes		Mr. Greg Gontowski, Business Administrator
Mr. Honigfeld		
Mr. Licata		
Mr. Nussbaum		
Mrs. Perno		
Ms. Adams		
Mrs. Stocker		
Mrs. DiSimone		

OPEN PUBLIC COMMENT I

- Dr. Campbell 213 Society Hill Blvd. Cherry Hill – Introduced himself and handed a letter regarding professional development training.

Approval- August Minutes

APPROVAL OF THE MINUTES

Moved by Perno and seconded by Nussbaum for the board of education to approve the following board minutes: ** DiSimone and Adams abstained

- Regular Meeting – September 24, 2019

Vote: To approve minutes
Board Voted All in Favor

New Business

NEW BUSINESS

- Student Update from the opening of school – Arianah Eustace-Ivery & Taylor Trojan
- Board of Education Goal Update #1 – Social & Emotional Learning
- Negotiations Update
- Food Service Audit Corrective Action Plan

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Unfinished Business

UNFINISHED BUSINESS

- Governance Training – Reminder for those required to complete governance training in 2019, the deadline is 12/31/19.

Communication

COMMUNICATIONS

- Letter from St. Clair CPA

Committee Reports

COMMITTEE REPORTS

- Policy and Community Engagement
- Education Committee
- Finance: Planning and Utilization – Meeting Tues, Oct 22 at 6:30
- Personnel Committee
- Facility Committee
- Haddon Heights

CSA Report

CSA REPORT

- CSA September Report
- September Emergency Drills: Sept 6 at 10:00 = Fire Drill & Sept 19 at 2:30 = Lockdown Drill
- Use of Facility Report Sept – Nov
- Bus Safety Evacuation Information was shared with all students Pre-K to 8th Grade in PE classes
- Bus Evacuation Drills were conducted with our Haddon Heights school students
- Week of Respect & Violence and Vandalism Update (Part of SEL Initiative – Goal #1)

CSA Recommendations

CSA RECOMMENDATIONS

Motioned by Adams, seconded by Stocker that the Merchantville Board of Education approve Items 1 thru 5.

A. Korn – Boys/Girls Basketball Coach

1. That the Board of Education approve Andrew Korn as the Boys and Girls Basketball Coach for the 2019-2020 school year. The MEA contracted rate for the 2019-2020 school year is $2431 per team.

M. Korn-Volunteer Boys/Girls Basketball Coach

2. That the Board of Education approve Mark Korn as a volunteer coach for the Boys and Girls Basketball teams for the 2019-2020 school year.

J. Bennett-Volunteer Boys/Girls Basketball Coach

3. That the Board of Education approve Jerry Bennett as a volunteer coach for the Boys and Girls Basketball teams for the 2019-2020 school year.

H. Urena-Non-Instructional Aid

4. That the Board of Education approve Hillary Urena as a non-instructional aide for the 2019-2020 school year. This position is for 25 hours per week (5 hours per day) at Step 1 of the MEA Non-Instructional Guide which is $15.64 per hour. This position will start on Oct 23, 2019.

Dailey, Iannucci, Bonilla, Van Sciver and Baker Complete Curriculum Writing Work Outside the MEA

5. That the Board of Education approve the following teachers to complete curriculum writing work outside the MEA contracted hours for up to 18 hours of work at the MEA contract agreed rate of $40 per hour. This work will be done in collaboration with sending districts to Haddon Heights High School and Haddon Heights.

    a. Michael Dailey for Physical Education
    b. Sherry Iannucci for Technology / Financial Literacy
    c. Sindy Bonilla for Spanish
    d. Vanessa Van Sciver for Fine Arts – Music
    e. Karen Baker for Fine Arts – Art

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

Motion carried: 9-0-0

Motioned by Licata, seconded by Perno that the Merchantville Board of Education approve Items 6 thru 8.

Camden County Library Commission Boiler Service on Saturdays

6. 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.

Middleman, Nettleton, Klaus, Bertini – Proffessional Development Workshops

7. 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
Brittany Middleman & Melissa Nettleton	Maximizing the Power of Guided Reading	Mt. Laurel, NJ	Dec 19, 2019	$279 each
Kim Klaus	Pre-School Pyramid Training Model – NJDOE	Ewing, NJ	Oct 31 & Nov 1 , 2019 Jan 30 & 31, 2020	$0
Jamie Bertini	Conference for School-Based Speech-Language Pathologists	Newark, NJ	Dec 6, 2019	$289

Field Trips -Marie J. Carroll Foundation

8. 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
Princeton Art Museum – Princeton, NJ	Gr 7	44	2	4	Dec 2019	Art-A-Facts
Shofuso House – Philadelphia, PA	Gr 2	42	2 + 1 aide	6	Oct 2019	Art-A-Facts
Delaware Theater Company – Wilmington, DE	Gr 6	50	2	6	Dec 2019	Art-A-Facts

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

Motion carried: 9-0-0

Business Office Recommendations

Financial and Transfers Reports

Motioned by DiSimone, seconded by Perno that the Merchantville Board of Education approve Items A thru D

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of August 2019 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of August 2019 **(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 2019. 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 2019. The Treasurer's Report and Secretary's report are in agreement for the month of August 2019. **(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 2019 payroll **(Attachment D1)**
- October 2019 warrants **(Attachment D2)**

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

Motion carried: 9-0-0

Motioned by Stocker, seconded by Carcanague that the Merchantville Board of Education approve Items E thru P.

Tuition/Out of County – GCSSSD Student #2810241029

E. Tuition - GCSSSD
To approve tuition contract with Gloucester County Special Services School District for student #2810241029 in the amount of $43,290.00 for tuition and $3,000.00 for out of county surcharge for the 2019-2020 school year.

Tuition/Out of County – GCSSSD Student #1922435313

F. Tuition - GCSSSD
To approve tuition contract with Gloucester County Special Services School District for student #1922435313 in the amount of $39,510.00 for tuition and $3,000.00 for out of county surcharge for the 2019-2020 school year.

Tuition/Out of County – BCSSSD Student #5078866897

G. Tuition - BCSSSD
To approve tuition contract with Burlington County Special Services School District for student #5078866897 in the amount of $43,676.00 for tuition and $3,200.00 for out of county surcharge for the 2019-2020 school year.

Tuition/Out of County – BCSSSD Student #8383710512

H. Tuition - BCSSSD
To approve tuition contract with Burlington County Special Services School District for student #8383710512 in the amount of $40,044.00 for tuition and $3,200.00 for out of county surcharge for the 2019-2020 school year.

Tuition/Out of County – BCSSSD Student #4998755685

I. Tuition - BCSSSD
To approve tuition contract with Burlington County Special Services School District for student #4998755685 in the amount of $49,742.00 for tuition and $3,200.00 for out of county surcharge for the 2019-2020 school year.

Tuition Haddon Heights Student #2919610305

J. Tuition – Haddon Heights
To approve tuition contract with Haddon Heights Board of Education for student #2919610305 in the amount of $30,837.00 for tuition for the 2019-2020 school year.

Tuition Haddon Heights Student #7206281202

K. Tuition – Haddon Heights
To approve tuition contract with Haddon Heights Board of Education for student #7206281202 in the amount of $40,575.00 for tuition for the 2019-2020 school year.

Tuition Haddon Heights Student #6551885134

L. Tuition – Haddon Heights
To approve tuition contract with Haddon Heights Board of Education for student #6551885134 in the amount of $25,587.00 for tuition for the 2019-2020 school year.

SNJPC-Nonpublic 2019-2020

M. SNJPC - Nonpublic
To approve The Southern New Jersey Perinatal Cooperative agreement for the 2019-2020 school year in an amount not to exceed $21,702.78.

Comprehensive Maintenance Plan 2020-2021

N. Comprehensive Maintenance Plan
To approve the 2020-2021 comprehensive maintenance plan for submission to the county **(Attachment N1)**.

Form M-1 2020-2021

O. Form M-1
To approve the 2020-2021 Form M-1 for submission to the county **(Attachment O1)**.

Form 326 & 327

P. Form 326 & 327
To approve the attached food service procurement procedures (Form 326) and Code of Conduct (Form 327) **(Attachment P1)**.

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

Motion carried: 9-0-0

OPEN PUBLIC COMMENT II - None

MERCHANTVILLE BOARD OF EDUCATION MINUTES

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Executive Session

Executive Session - None

Adjourn

Adjourn Moved by Adams, seconded by DiSimone that the board of education approve to adjourn this meeting at 8:15 p.m.

Motion carried 9-0-0

Respectfully submitted,

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Greg Gontowski