MERCHANTVILLE BOARD OF EDUCATION MINUTES

December 17, 2019

I, Elliot Honigfeld, President, call this meeting to order under the Open Public Meeting Act at 7:32 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	Mrs. Geddes	Mr. J. Scott Strong, CSA
Mr. Honigfeld	Mr. Carcanague	Mr. Greg Gontowski, Business Administrator
Mr. Licata		
Mrs. Perno		
Mrs. Stocker		
Mrs. DiSimone		
Mr. Nussbaum		

OPEN PUBLIC COMMENT I - None

Approval-November 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 – November 26, 2019

Vote: To approve minutes
Board Voted All in Favor

New Business

NEW BUSINESS

- Audit Presentation 2018-2019 School Year
- JIF Award Funds
- Board of Education Goal Update #3 – Reviewing Data Points to Improve Instruction
- QSAC Mid Year Placement Results

NJQSAC Area	Initial Placement (3/2019)	Interim Placement (11/2019)
Instruction & Program	54%	69%
Fiscal Management	95%	95%
Governance	100%	100%
Operations	75%	95%
Personnel	94%	94%

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Unfinished Business

UNFINISHED BUSINESS - None

Communication

COMMUNICATIONS - None

Committee Updates

COMMITTEE UPDATES

- Policy and Community Engagement
- Education Committee – November 26th update
- Finance: Planning and Utilization
- Personnel Committee
- Facility Committee
- Haddon Heights
- Negotiations Meeting – December 2nd Update

CSA Report

CSA REPORT

- CSA November Report
- November Emergency Drills: Nov 5 at 11:30 = Fire Drill & Nov 25 at 10:45 = Active Shooter Drill
- Use of Facility Report Dec & Jan

CSA Recommendations

CSA RECOMMENDATIONS

Motioned by Nussbaum, seconded by Perno that the Merchantville Board of Education approve Items 1 and 2.

With Regret Accept the Resignation of Michelle Ricci 1/8/20

1. That the Board of Education approve the acceptance of Michelle Ricci's resignation with her last day being January 8, 2020.

Alyssa Cardona and Adrienne Browne – Homebound for Student #10711

2. That the Board of Education approve Alyssa Cardona and Adrienne Browne to provide homebound instruction for a student (Student #10711) for up to 5 hours per week each at the MEA agreed rate of $40 per hour. This started Dec 2, 2019 and will last until Jan 31, 2020.

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

Motion carried: 7-0-0

Motioned by Perno, seconded by Licata that the Merchantville Board of Education approve Item 3.

Professional Development Workshops

3. 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
Kim Klaus	Mindfulness in the Classroom	Willingboro, NJ	Dec 6, 2019	$0
Krista Travaglini	Building a Data Culture of Capacity and	Rowan University Glassboro,	Dec 12, 2019	$0

	Commitment	NJ		
Gerardina Turan	Motivation, Mindset, & Grit	Mt. Laurel, NJ	January 30, 2020	$279
Kim Arkainno	Accelerate ELL Students' Learning in K	Mt. Laurel, NJ	January 22, 2020	$279

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

Motion carried: 7-0-0

Business Office Recommendations

Motioned by Stocker, seconded by DiSimone 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 November **(Attachment A1, A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of November 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 November 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 November 2019. The Treasurer's Report and Secretary's report are in agreement for the month of November 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:

- November 2019 payroll **(Attachment D1)**
- December 2019 warrants **(Attachment D2)**

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

Motion carried: 7-0-0

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

Salaries Charged to Grants 2019-2020

E. Salaries Charged to Grants
To approve the salaries charged to grants for the 2019-2020 school year **(Attachment E1)**.

CCESC-IDEA Nonpublic Services to St. Pete's 2019-2020

F. CCESC – IDEA - Nonpublic
To approve Camden County Educational Services Commission to provide IDEA services to St. Pete's in the amount of $45,114.00 for the 2019-2020 school year.

Audit of June 2019

G. Audit
To approve acceptance of the June 30, 2019 audit report with three recommendations. The audit was officially presented at the December 17, 2019 meeting and a summary of audit was made available to the public.

Corrective Action Plan for June 2019 Audit

H. Corrective Action Plan
To approve the corrective action plan for the June 30, 2019 audit **(Attachment H1)**.

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

Motion carried: 7-0-0

Executive Session

OPEN PUBLIC COMMENT II - None

Motion to recess into Executive Session at 8:06 PM by Adams, second by Licata.

Motion carried 7-0 -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 Board of Education 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 8:35_ p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Merchantville Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is Personnel) ;

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 not be taken

Exit Executive Session and return to regular session

Motion to exit Executive Session at 8:36 P.M. and return to regular session by Adams, second by Perno.

Motion carried: 7-0-0

Mr. Strong Thanked Mrs. DiSimone

Mr. Strong thanked Mrs. DiSimone for her time and dedication to the Merchantville Board of Education.

Adjourn Meeting

Adjourn Moved by Nussbaum, seconded by DiSimone that the board of education approve to adjourn this meeting at 8:38 p.m.

Motion carried 7-0-0

Respectfully submitted,

_____

Greg Gontowski

MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

December 17, 2019

Moved by Gina Adams and seconded by Daniel Licata to adjourn, into Executive Session, from which the general public is excluded, any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is Personnel) ;

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 8:06 PM

Members Present: Ms. Adams, Mrs. DiSimone, Mr. Licata, Mr. Nussbaum
Mrs. Perno, Mrs. Stocker and Mr. Honigfeld

Members Absent: Mrs. Geddes and Mr. Careanague

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

Topic: Discussion took place regarding a personnel issue.

Return to Open Session – Moved by Gina Adams and seconded by Jennifer Perno that the board of education approve to return to open session at 8:36 p.m.

Motion carried: 7-0-0

Respectfully submitted,

Greg Gontowski

Board Secretary