MERCHANTVILLE BOARD OF EDUCATION MINUTES

February 23, 2021

I, Elliot Honigfeld, President, call this meeting to order under the Open Public Meeting Act at 7:01 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
Mrs. Aaron		Mr. J. Scott Strong, CSA
Mr. Carcanague		Mr. Greg Gontowski, Business Administrator
Mrs. Gaskins		
Mr. Iannucci		
Mrs. Kroot		
Mr. Licata		
Mrs. Meisner		
Mrs. Perno		
Mr. Honigfeld		

Approval Minutes

OPEN PUBLIC COMMENT I – None

APPROVAL OF THE MINUTES

Moved by Meisner and seconded by Iannucci for the board of education to approve the following board minutes:

- Regular Meeting & Executive Session Meeting Minutes Jan 26, 2021

Vote: To approve minutes
Board Voted All in Favor

Audit Presentation

AUDIT PRESENTATION

New Business

NEW BUSINESS

- Board of Education Goal #1 Update – Communication with Board Committees
- Financial Disclosure Forms – Due April 30, 2021
- Governance
- Budget Update for 2021-2022

Unfinished Business

UNFINISHED BUSINESS – None

Communication

COMMUNICATIONS & COMMITTEE REPORTS

- Policy and Community Relations (Aaron)
- Personnel (Perno)
- Education (Licata) – Feb 11 Meeting
- Finance (Carcanague) – Feb 10 Meeting
- Facility (Iannucci)

CSA Report

CSA REPORT

- January 2021 Monthly Report
- Emergency Drills – Fire Drill (Jan 19 at 2:35) and Bomb Threat Drill (Jan 12 at 2:00)
- Use of Facility Report Feb 2021 – March 2021 (None)

CSA RECOMMENDATIONS

Motioned by Aaron, seconded by Kroot that the Merchantville Board of Education approve Items 1 through 5.

Revised 20-21 School Calendar

1. That the Board of Education approve the revised 2020-2021 school calendar. (Closing on Feb 1 and School Day on May 28)

Job description of Supervisor of Facility Management

2. That the Board of Education approve the job description of Supervisor of Facility Management.

Affirmative Action Procedures that will be Implemented

3. That the Board of Education approve the Affirmative Action procedures that will be implemented at Merchantville School.

21-22 School Calendar

4. That the Board of Education approve the 2021-2022 Merchantville School calendar.

Review of Policies

5. That the Board of Education approve the review of the following policies:
   - Policy #7110 = Long Range Facilities Planning
   - Policy #7115 = Developing Educational Specifications
   - Policy #9000 = Role of the Board
   - Policy #9010 = Role of the Member
   - Policy #9020 = Public Statements
   - Policy #9113 = Filing Vacancies
   - Policy #9121 = Election & Duties of President
   - Policy #9130 = Committees
   - Policy #9200 = Orientation and Training of Board Members
   - Policy #9250 = Expense/Remuneration & Reimbursement
   - Policy #9270 = Conflict of Interest
   - Policy #9271 = Code of Ethics
   - Policy #9272 = Pay to Play
   - Policy #9311 = Formulation, Amendment of Policies
   - Policy #9312 = Formulation, Adoption, Amendment of Bylaws
   - Policy #9313 = Formulation, Adoption, Amendment of Administrative Regulations
   - Policy #9314 = Suspension of Policies, Bylaws and Regulations
   - Policy #9320 = School Board Meetings

- Policy #9321 = Time, Place, Notification of Meetings
- Policy #9322 = Public & Executive Sessions
- Policy #9323/9324 = Agenda Preparation / Advance Delivery of Meeting Material
- Policy #9325 = Rules of Order
- Policy #9325.4 = Voting Method
- Policy #9326 = Minutes
- Policy #9400 = Board Self Evaluation
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Roll Call Vote: Voting Yes: Aaron, Carcanague, Gaskins, Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 9-0-0

Motioned by Kroot, seconded by Licata that the Merchantville Board of Education approve Item 6

Employee Renewal List for 20-21 School Year

That the Board of Education approve the employee renewal list for the 2020-2021 school year:

MEA Employee	2020-2021	Educ.	2020-2021	Full-Time	NOTES
Teachers and Nurse	Salary	Credits	Step	Equiv.	
Arkainno	65,292.00	BA	7	100.00%	*Non Tenured*
Baker	68,292.00	BA	9	100.00%	
Bertini	73,062.00	MA	7	100.00%	
Bickel	59,292.00	BA	1	100.00%	*Non Tenured*
Bonilla	69,062.00	MA	3	100.00%	*Non Tenured*
Brill	101,311.00	MA	18	100.00%	
Browne	74,562.00	MA	8	100.00%	*Non Tenured*
Cardona	69,062.00	MA	3	100.00%	*Non Tenured*
Cucunato	59,292.00	BA	1	100.00%	*Non Tenured*
Dailey	69,012.00	BA+15	8	100.00%	
Folk	61,292.00	BA	3	100.00%	*Non Tenured*
Gleeson	71,282.00	MA+15	3	100.00%	*Non Tenured*
Gudowski	72,732.00	BA+30	9	100.00%	
Hood	66,792.00	BA	8	100.00%	
Huber	86,362.00	MA	15	100.00%	
Iannucci	81,282.00	MA+15	11	100.00%	
Kay	71,292.00	BA	11	100.00%	*Non Tenured*
Korn	68,732.00	BA+30	6	100.00%	
Langston	59,292.00	BA	1	100.00%	*Non Tenured*
Lord	74,562.00	MA	8	100.00%	
Mahmood	59,292.00	BA	1	100.00%	*Non Tenured*

Maziarz	65,292.00	BA	7	Not Applicable	*Until December 31, 2020*
Middleman	64,732.00	BA+30	2	100.00%	*Non Tenured*
Nemorofsky	72,062.00	MA	6	100.00%	
Nettleton	86,362.00	MA	15	100.00%	
Ransom-Harper	102,661.00	MA 9	18	100.00%	
Rettinger	82,172.00	BA	18	100.00%	
Scallan	74,562.00	MA	8	100.00%	
Sheffer	72,792.00	BA	12	100.00%	
Smith	71,062.00	MA	5	100.00%	*Non Tenured*
Tsypenyuk	74,562.00	MA	8	100.00%	
Turan	102,664.00	MA+15	18	100.00%	
Van Sciver	106,419.00	MA+30	18	100.00%	
Waldron	101,311.00	MA	18	100.00%	
Wence	67,062.00	MA	1	100.00%	
Wilson	73,062.00	MA	7	100.00%	

MEA EMPLOYEE	**2020-2021**	**2020-2021**	**2020-2021**	**Full Time**	**NOTES**
Aides	**Salary**	**Step**	**Hourly Rate**	**Equivalent**	**Est. Hours**
Alloway		5	18.86	Hourly Non-Inst.	5 hrs. per day
Bechtel		3	17.35	Hourly Non-Inst.	5 hrs. per day
Casey		5	18.86	Hourly Non-Inst.	5 hrs. per day
Grasso, Dawn		3	17.35	Hourly Non-Inst.	5 hrs. per day
Grasso, Denise		5	18.86	Hourly Non-Inst.	5 hrs. per day
Irvin-Turner		5	18.86	Hourly Non-Inst.	5 hrs. per day
Nolte		5	18.86	Hourly Non-Inst.	5 hrs. per day
Richards		5	28.34	Hourly Instructional	5 hrs. per day
Segrest		5	18.86	Hourly Non-Inst.	5 hrs. per day
Urena		2	16.86	Hourly Non-Inst.	5 hrs. per day
Other MEA					

Stone	47,491.00	5		Secretary	
Bennett	56,250.00	NA		General Maintenance	Until January 31, 2021
Bennett	6,000.00	NA		Supervisor Stipend	Until January 31, 2021

Others:

Substitute Teachers/Aides	$60.00 half day	Less than 4 hours
Substitute Teachers/Aides	$100.00 full day	
Substitute Nurse	$175.00 full day	
Substitute Nurse Overnight	$150.00	
Substitute Secretary	12.50 per hr	
Alarm Responders	$70.00	
Interpreter	$33.00 per hr.	

Non-MEA Employees	2020-2021 Salary	Full-Time Equiv.	Position
Czarnick, Matthew	41,996.00	1.00	Custodian - Day
O'Drain, Patrick	$14.00 per hour	.75	Custodian – Night – up to 29.5 hours
Reustle, Richard	39,745.00	1.00	Custodian – Night
Tolomeo, Mike	$14.00 per hour	.75	Custodian – Night – up to 29.5 hours
Bennet, Napoleon	$14.00 per hour	.75	Custodian – As Needed
DiMatteo, Rose	60,010.00	1.00	Confidential Secretary
Klaus, Kimberly	100,660.00	1.00	LDTC/Supervisor
Leise, Jeanne	85,991.00	1.00	Social Worker/Supervisor
Spahr, Rachel	74,914.00	1.00	Psychologist
Travaglini, Krista	90,038.00	1.00	Curriculum

Roll Call Vote: Voting Yes: Aaron, Carcanague, Gaskins, **Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 8-0-1 **Iannucci Abstained

Business Office Recommendations

Motioned by Gaskins, seconded by Kroot that the Merchantville Board of Education approve Items A through E.

Financial and Transfers Reports

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of December 2020 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of December 2020 **(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 2020. 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 2020. The Treasurer's Report and Secretary's report are in agreement for the month of December 2020. **(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:

- January 2020 payroll **(Attachment D1)**
- January through February 2021warrants **(Attachment D2)**

Warrants – BA to Continue Payment of All Bills thru Next BOE Meeting

E. Warrants

Approval of the Business Administrator to continue payment of all bills through until the next Board of Education meeting. The bill lists for those payments will be submitted at the

next Board of Education meeting.

Roll Call Vote: Voting Yes: Aaron, Carcanague, Gaskins, Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 9-0-0

Motioned by Perno, seconded by Gaskins that the Merchantville Board of Education approve Items F through I.

Preschool Ed Aid

F. Preschool Education Aid
To approve submission of the 2021-2022 Preschool Education Aid application.

Audit

G. Audit
To approve acceptance of the June 30, 2020 audit report with one recommendation. The audit was officially presented at the February 23, 2021 meeting and a summary of audit was made available to the public.

Corrective Action Plan

H. Corrective Action Plan
To approve the corrective action plan for the June 30, 2020 audit **(Attachment H1)**.

Salaries Charge to Grants

I. Salaries Charged to Grants
To approve the attached salaries charged to grant funds for the 2020-2021 school year **(Attachment I1)**.

Roll Call Vote: Voting Yes: Aaron, Carcanague, Geddes, Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 9-0-0

OPEN PUBLIC COMMENT II -

- **Regina Lovelidge 113 Lexington Ave. - Asked if Merchantville has plans for fall sports since the Camden County League has dissolved.**

- **Marisa Thachuch 12 Stanley St.- Question why we are underfunded and about the tax increase.**

- **Stephanie Dombrowski Broccoli 120 Plymouth Place - Asked why late notice for asynchronous learning.**

  Carrie Brown 119 Westminster Ave.- Questioned about would it make sense to purchase a bus.

  Lisa Smith – 118 Leslie Ave.- Asked about Carrol Will funds and if it rolls over if unspent.

- **Denise Wackes 214 St. James Street - Asked about field trips for next year.**
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MERCHANTVILLE BOARD OF EDUCATION MINUTES

February 23, 2021

Executive Session None

Adjourn Meeting **Adjourn Moved by Carcanague, seconded by Perno that the board of education approve to adjourn this meeting at 8:14 p.m.**

Motion carried 9-0-0

Respectfully submitted,

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Greg Gontowski