MERCHANTVILLE BOARD OF EDUCATION MINUTES

June 15, 2021

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
Mrs. Aaron	Mark Iannucci	Mr. J. Scott Strong, CSA
Mrs. Gaskins		Mr. Greg Gontowski, Business Administrator
Mrs. Kroot		
Mr. Licata		
Mrs. Meisner		
Mrs. Perno		
Mr. Honigfeld		
Mr. Carcanague		

OPEN PUBLIC COMMENT I – None

Approval Minutes

APPROVAL OF THE MINUTES

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

- Regular Meeting Minutes May 25, 2021 & Executive Session Minutes May 25, 2021

Vote: To approve minutes
Board Voted All in Favor

New Business

NEW BUSINESS

- Board Meetings Format (When to Return to In-Person)
- Parent Survey Results from the 2020-2021 School Year
- End of the 20-21 School Year
- Safe Re-Opening Plan for the 2021-2022 School Year
- ADA Compliance Options
- School Boards Convention will be held virtually on October 26-28, 2021 (if interested in attending you will need to be signed up)

Unfinished Business

UNFINISHED BUSINESS

- CSA Evaluation Procedure 20-21 School Year (Executive Session to present to the CSA)
- District Goals Review

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Communication

COMMUNICATIONS & COMMITTEE REPORTS

- Policy and Community Relations (Aaron) – PPP Meeting (June 3)
- Personnel (Perno)
- Education (Licata)
- Finance (Carcanague)
- Facility (Iannucci)
- Haddon Heights Update (Perno)

CSA Report

CSA REPORT

- May Monthly Report
- Emergency Drills – Fire Drill (May 11 at 8:45) and Active Shooter Drill (May 17 at 9:55)

Motioned by Carcanague seconded by Perno that the Merchantville Board of Education approve present option 1.

Motion to present option 1 to OCR.

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

Motion carried 8-0-0

CSA RECOMMENDATIONS

Motioned by Aaron seconded by Kroot that the Merchantville Board of Education approve Items 1 through 3

Review of Policies

1. That the Board of Education approve the review of the following policies:

5020	Role of Parents/Guardians
5111	Admission
5113	Student Absences & Excuses
5114	Suspension and Expulsion
5118	Non-Residents
5118.1	School Choice Program
5118.2	Foster Care and Educational Stability
5119	Transfers
5120	Assessment of Individual Needs
5124	Reporting To Parents/Guardians
5125	Pupil Records
5126	Awards For Achievement
5127	Commencement Activities
5131	Conduct/Discipline
5131.1	Harassment, Intimidation and Bullying
5131.5	Vandalism/Violence
5131.6	Drugs, Alcohol, Tobacco

5131.7	Weapons & Dangerous Instruments
5134	Married/Pregnant Pupils
5136	Fund-Raising Activities
5141	Health
5141.1	Accidents
5141.2	Illness
5141.21	Administering Medication
5141.22	Medical Marijuana
5141.3	Health Examinations and Immunizations
5141.4	Missing, Abused and Neglected Children
5141.8	Sports Related Concussion and Head Injury
5142	Pupil Safety
5142.1	Safety Patrols
5145.4	Equal Educational Opportunity
5145.5	Photographs of Pupils
5145.6	Pupil Grievance Procedure
5145.7	Gender Identity and Expression
5145.11	Questioning and Apprehension
5145.12	Search and Seizure
5200	Nonpublic School Pupils
5231	Dress Code

Professional Development Trainings meetings throughout the Summer 2021

2. That the Board of Education approve to allow the administration to assign certified personnel to attend mandated Individual Education Plan and professional development trainings meetings throughout the Summer 2021 at a contracted rate of $40 per hour.

Clubs 2021-2022

3. That the Board of Education approve establishing the following clubs for the 21-22 school year with a stipend of $1594 for each: Gay-Straight Alliance (GSA) and Battle of the Books.

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

Motion carried 8-0-0

Motioned by Carcanague, seconded by Gaskins that the Merchantville Board of Education approve Items 4 through 6

Lindsay Scallan – Mover to MA Sept 9 2021-2022

4. That the Board of Education approve Lindsay Scallan to move to MA Step 9 ($76,966) for the 2021-2022 school year.

Michael Daily to move to BA +30 Step 9 2021-2022

5. That the Board of Education approve Michael Daily to move to BA + 30 Step 9 ($73,636) for the 2021-2022 school year based on transcript documentation.

Personnel ESY C. Bechtel, D. Grasso, T Irving Turner, K. Klaus

6. That the Board of Education approve the following personnel associated with the Preschool Extended School Year Program:

Employee	Job Title	Rate of Pay	Number of Hours	Number of Days
Chantel Bechtel	Aide	$16 per hour	3.25 hours per day	19
Denise Grasso	Sub Aide	$16 per hour	As Needed	As Needed
Terry Irving-Turner	Sub Aide	$16 per hour	As Needed	As Needed
Kim Klaus	LDTC	$40 per hour	Up to 55 hours total for the program	

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

Motion carried 8-0-0

Motioned by Gaskins seconded by Aaron that the Merchantville Board of Education approve Items A through F.

Financial and Transfers Reports

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of April 2021 **(Attachment A1 and A2).**

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of april 2021 **(Attachment B1)**.

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2021. 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 April 2021 The Treasurer's Report and Secretary's report are in agreement for the month of April 2021. **(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.

D. Warrants

Warrants

The attached bill lists:

- May 2021 payroll **(Attachment D1)**
- June 2021warrants **(Attachment D2)**

E. Warrants

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

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.

F. Void Checks

Voided Checks

Approval to void the following warrant account checks:

#3684	08/08/19	$1,806.00	Decker's Inc.
$5259	05/26/21	$1,500.00	Teac4Results

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

Motion carried 8-0-0

Motioned by Kroot, seconded by Licata that the Merchantville Board of Education to approve Items G through K

G Capital Reserve - To approve the following resolution:

Capital Reserve 2020-2021

Resolution, to transfer up to $80,000.00 of 2020-2021 year unspent budgeted Capital Reserve back into the Capital Reserve.

Resolution for Transfer of Current Year Unspent Capital Reserve to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Merchantville Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital

Reserve account at year end, and

WHEREAS, the Merchantville Board of Education has determined that an amount not to exceed $80,000.00 is available for such purpose of transfer;
NOW THEREFORE BE IT RESOLVED by the Merchantville Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

H Capital Reserve - To approve the following resolution:

Capital Reserve 2020-2021 Surplus

Resolution, to transfer up to $1,000,000 of 2020-2021 year surplus to Capital Reserve.

Resolution for Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Merchantville Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Merchantville Board of Education has determined that an amount not to exceed $1,000,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Merchantville Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

ARP Grant

I. ARP Grant
To approve the submission of the application and acceptance of the American Rescue Plan Elementary and Secondary School Emergency Relief Funds in the amount of $611,894.00.

IDEA Gant

J. IDEA Grant
To approve submission and acceptance of the 2021-2022 IDEA grant in the following amounts:

IDEA Basic - $152,422.00
IDEA Preschool - $6,575.00

PL-2015 Chapter 47

K. PL 2015 Chapter 47
To recognize the attached list to be in compliance with PL 2015 Chapter 47. **(Attachment K1)**

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

Motion carried 8-0-0

Motioned by Licata, seconded by Carcanague that the Merchantville Board of Education to approve Items L, M and O through T

BCIPJIF Renewal Cost

L. BCIPJIF Renewal Cost
Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) insurance coverage and student accident coverage for the 2021-2022 school year at a cost of $63,930.00

BCIPJIF Resolution 2021-6-2

M. BCIPJIF Resolution 2021-6-2
Resolution 2021-6-2 directing the distribution of net returned surplus funds held by Burlington County Insurance Pool Joint Insurance Fund in the amount of $4,450.00 to be used to offset the 2021-2022 premium. **(Attachment M1)**

Decker's non Fair and Open

O. Non Fair and Open – Decker's
To award non fair and open contract to Decker's, Inc. for the 2021-2022 school year for annual lawn services in an amount to exceed $17,500.00.

J&G Non Fair and Open

P. Non Fair and Open – J&G
To award non fair and open contract to J&G Industrial Supply for the 2021-2022 school year for custodial supplies in an amount to exceed $17,500.00.

TNT Consulting Non Fair and Open

Q. Non Fair and Open – TNT Consulting
To award a non fair and open contract to TNT Consulting in the amount of $43,500.00 for technology services for the 2021-2022 school year.

95% Group – Non Fair and Open

R. Non Fair and Open – 95% Group
To award non fair and open contract to 95% Group for the 2021-2022 school year for teaching materials in an amount to exceed $17,500.00. (Note: funded through ESSER)

Bancroft Neuro Health – Student #6117766785

S. Tuition Contract
Tuition contract with Bancroft NeuroHealth for student #6117766785 in the amount of $82,446.80 for tuition and $38,584.00 for 1:1 aide for the 2021-2022 school year.

COOP Hunterdon

T. COOP - Hunterdon
To approve the attached resolution number 2021-6-1 authorizing the Merchantville Board of Education to enter into a cooperative pricing agreement with the Hunterdon County Educational Services Commission. **(Attachment T1)**

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

Motion carried 8-0-0

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OPEN PUBLIC COMMENT II –

- Mike Turan – 213 N. Centre St. – No comment.
- Dina Turan – 213 N. Centre St. – Read a statement regarding her change in role as a classroom teacher.

Executive Session

Motion to recess into Executive Session at 9:00 p.m. by Perno second by Kroot.

Motion carried 9-0 -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 **9:45** 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 __Superintendent Evaluation) ;

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 be taken

Exit Executive Session and return to regular session

Motion to exit Executive Session at 9:55 P.M. and return to regular session by Aaron second by Licata.

Motion carried: 8-0-0

MERCHANTVILLE BOARD OF EDUCATION MINUTES

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Motioned by Perno, seconded by Carcanague that the Merchantville Board of Education to approve Item CSA

CSA Evaluation 20-21

RECOMMEND that the Merchantville Board of Education approve the Chief School Administrator Evaluation for the 2020-2021 School Year.

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

Motion carried 8-0-0

Motioned by Perno, seconded by Kroot that the Merchantville Board of Education to approve Goals

District Goals 2021-2022

Motion to approve district Goals for 2021-2022 school year.

Vote: To approve District Goals 21-22
Board Voted All in Favor

Adjourn Meeting

Adjourn Moved by Aaron seconded by Gaskins that the board of education approve to adjourn this meeting at 10:00 p.m.

Motion carried 8-0-0

Respectfully submitted,

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Greg Gontowski

MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

June 15, 2021

Moved by Jennifer Perno and seconded by Kristina Kroot adjourn, into Executive Session, from which the general public is excluded, any pending or anticipated litigation or contract negotiation in which the public body is or may become a party.

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 Superintendent Evaluation) ;

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 9:00 PM

Members Present: Mrs. Aaron, Mrs. Gaskins, Mr. Carcanague, Mr. Licata, Mr. Honigfeld Mrs. Kroot Mrs. Perno, and Mrs. Meisner

Members Absent: Mr. Iannucci

Topic: Discussion took place regarding Superintendent Evaluation.

Return to Open Session – Moved by adam Aaron and seconded by Daniel Licata that the board of education approve to return to open session at 9:55 p.m.

Motion carried: 8-0-0

Respectfully submitted,

Greg Gontowski

Board Secretary