MERCHANTVILLE BOARD OF EDUCATION MINUTES

July 27 2021

I, Elliot Honigfeld, President, call this meeting to order under the Open Public Meeting Act at 7:03 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. Carcanague	Mr. J. Scott Strong, CSA
Mrs. Gaskins		Mr. Greg Gontowski, Business Administrator
Mrs. Kroot		
Mr. Licata		
Mrs. Meisner		
Mrs. Perno		
Mr. Honigfeld		
Mr. Iannucci		

OPEN PUBLIC COMMENT I – None

APPROVAL OF THE MINUTES

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

Approval Regular Minutes

- Regular Meeting Minutes July 6, 2021

Vote: To approve minutes
Board Voted All in Favor

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

Approval Executive Minutes

- Executive Session Minutes July 6, 2021

Vote: To approve minutes
Board Voted All in Favor ** Mr. Iannucci Abstained

New Business

NEW BUSINESS

- IT Department Recommendation

MERCHANTVILLE BOARD OF EDUCATION MINUTES

July 27, 2021

Unfinished Business

UNFINISHED BUSINESS

- Board Meetings Return In-Person – Discussion about Streaming Options starting in September.
- School Boards Convention will be held virtually on October 26-28, 2021 (if interested in attending you will need to be signed up).
- Update on 21-22 Re-Opening.

Communication

COMMUNICATIONS & COMMITTEE REPORTS

- Policy and Community Relations (Aaron) – Meeting July 7
- Personnel (Perno) – Meeting July 6
- Education (Licata) – Meeting July 8
- Finance (Carcanague)
- Facility (Iannucci)
- Haddon Heights Update (Perno)

CSA Report

CSA REPORT

- Fire Drill – July 13 at 1:30 & Lockdown (Shelter In Place) – July 15 at 2:30

CSA RECOMMENDATIONS

Motioned by Licata seconded by Meisner that the Merchantville Board of Education approve Items 1 through 12

Review of Policies

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

6010	Goals and Objectives
6111	School Calendar
6112	School Day
6114	Emergencies & Disaster Preparedness
6115	Ceremonies & Observances
6121	Nondiscrimination/Affirmative Action
6122	Articulation
6141	Curriculum Design/Development
6141.2	Recognition of Religious Beliefs and Customs
6142	Subject Fields
6142.1	Family Life Education
6142.2	English as a Second Language: Bilingual Programs
6142.4	Physical Education and Health

6142.6	Basic Skills
6142.9	Arts
6142.10	Technology
6142.12	Career Education
6142.13	HIV Prevention Education
6143	Curriculum Guides
6143.1	Lesson Plans
6144	Controversial Issues
6145	Extracurricular Activities
6145.1 / 6145.2	Intramural Competition; Interscholastic Competition
6145.3	Publications
6146	Graduation Requirements
6146.2	Promotion/Retention
6147	Standards of Proficiency
6147 Regulation	Regulation
6147.1	Evaluation of Individual Student Performance
6151	Class Size
6153	Field Trips
6154	Homework/Makeup Work
6156	Instructional Planning/Scheduling
6160	Instructional Services & Resources
6161.1	Guidelines for Evaluation & Selection of Instructional Materials
6161.2	Complaints Regarding Instructional Materials
6162.4	Community Resources
6162.5	Research
6163.1	Media Center/Library
6164.1	Intervention & Referral Services for General Education Pupils
6164.2	Guidance Services
6164.4	Child Study Team
6171	Special Instruction Programs
6171.1	Remedial Instruction

6171.2	Gifted & Talented
6171.3	At-Risk & Title I
6171.4	Special Education
6171.5	Independent Educational Evaluations
6172	Alternative Educational Programs
6173	Home Instruction
6178	Early Childhood Education/Preschool
6300	Evaluation of the Instructional Program

Second Reading and Adoption of New Policy 2224.1 Title IX – Sex Based Discrimination

2. That the Board of Education approve the second reading and adoption of the new policy
   - 2224.1 – Title IX – Sex Based Discrimination.

Reading and Adoption of Changes to Policies 6140 Curriculum Adoption and 3542.2 School Meal Program Arrears

3. That the Board of Education approve the second reading and adoption of the changes to following policies:
   - 6140 – Curriculum Adoption
   - 3542.2 – School Meal Program Arrears

First Reading Changes to Policy 4119.21/219.1 Conflict of Interest

4. That the Board of Education approve first reading of the changes to the following policy:
   - 4119.21/4219.1 – Conflict of Interest

J. Strong & K. Travaglini – Professional Development

5. 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
J Scott Strong & Krista Travaglini	2021 NJ Statewide Equity Conference	Virtual	August 3, 2021	$0

Adopt Danielson Framework for Teaching Evaluation Instrument 2021-2022

6. That the Board of Education approve to adopt the Danielson Framework for Teaching Evaluation Instrument, 2013 edition as the Merchantville School District evaluation tool for the 2021-2022 school year.

Professional Development Plan 2021-2022

7. That the Board of Education approve the Professional Development Plan for Merchantville School for the 2021-2022 school year.

District Mentoring Plan 21-22

8. That the Board of Education approve the District Mentoring Plan for Merchantville School for the 2021-2022 school year.

Safety and Security Plan 21-22

9. That the Board of Education approve the School Safety and Security Plan for the 2021-2022 school year.

Gifted and Talented Education Rubric Qualification 21-22

10. That the Board of Education approve the Gifted and Talented Education Rubric for Qualification for the 2021-2022 school year.

Carol Will Budget 21-22

11. That the Board of Education approve the Carroll Will Budget for School Projects for $50,685 for the 2021-2022 school year.

Teacher Handbook 21-22

12. That the Board of Education approve the Merchantville Teacher Handbook for the 2021-2022 school year.

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

Motion carried 8-0-0

Motioned by Kroot, seconded by Perno that the Merchantville Board of Education approve Items 13 and 14

Samantha Gudowski- Move to MA Step 10 21-22

13. That the Board of Education approve Samantha Gudowski move from BA +30 Step 10 to MA Step 10 ($78,466) for the 2021-2022 school year.

With Regret Accept the Resignation of Hillary Urena 8/31/21

14. That the Board of Education accept the resignation of Hillary Urena for the position of aide effective August 31, 2021

Roll Call Vote: Voting Yes: Aaron, Iannucci, Gaskins, Kroot, Licata, Meisner, Perno, and Honigfeld.**
Motion carried 7-0-1 ** Iannucci Abstained

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

Financial and Transfers Reports

A. Monthly Reports

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

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of May 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 May 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 May 2021 The Treasurer's Report and Secretary's report are in agreement for the month of May 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.

Warrants

D. Warrants

The attached bill lists:

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

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

Motion carried 8-0-0

Motioned by Kroot, seconded by Aaron that the Merchantville Board of Education to approve Items F through I

Kingsway Tuition/1:1 Aid – Student #543826489

F. Tuition Contract
Tuition contract with Kingsway for student #5438264891 in the amount of $64,213.80 for tuition and $36,120.00 for a 1:1 aide for the 2021-2022 school year.

YALE Tuition Student #6635691237

G. Tuition Contract
Tuition contract with YALE School, Inc. for student #6635691237 in the amount of $66,425.10 for tuition for the 2021-2022 school year.

Haddon Heights BOE Tuition/Special Tuition and 19-20 tuition Adjustment

H. Tuition Contract
Tuition contract with Haddon Heights Board of Education for regular education tuition, special education tuition, and 2019-2020 tuition adjustment in the amount of $2,208,684.00 for the 2021-2022 school year.

CM3 Access Control

I. CM3 – Access Control
To approve purchase through CCESC Contract #66CEPS with CM3 for the installation of a new access control system in the amount of $41,823.50 (partial funded through Security Grant).

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

Motion carried 8-0-0

Motioned by Iannucci , seconded by Aaron that the Merchantville Board of Education to approve Addendum Item A.

WJ Gross - Tent

A. WJ Gross - Tent
To approve purchase through CCESC Contract #66CEPS with WJ Gross for the purchase of an all seasons tent in the amount of $64,280.00.

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

Motion carried 8-0-0

OPEN PUBLIC COMMENT II – None

Executive Session

Motion to recess into Executive Session at 8:00 p.m. by Licata second by Perno

Motion carried 8-0 -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 **8:40** 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 CSA 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 not be taken

Mr. Iannucci Left Meeting

****Mr. Iannucci left meeting at 8:00 pm**

Exit Executive Session and return to regular session

Motion to exit Executive Session at 8:43 P.M. and return to regular session by Perno second by Aaron.

Motion carried: 7-0-0

Adjourn Meeting

Adjourn Moved by Gaskins seconded by Perno that the board of education approve to adjourn this meeting at 8:45 p.m.

Motion carried 7-0-0

Respectfully submitted,

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Greg Gontowski

MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

July 27, 2021

Moved by Daniel Licata and seconded by Jennifer Perno 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 CSA Evaluation) ;

The results of this session will not be made public immediately after or as soon thereafter as a decision is reached, if permitted, by law.

Unanimously Approved 8:00 PM

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

Members Absent – Mr. Iannucci, Mr. Carcanague

Also Present: Mr. J. Scott Strong, CSA

Topic: Discussion took place regarding CSA Evaluation.

Return to Open Session – Moved by Jennifer Perno and seconded by Amanda Aaron that the board of education approve to return to open session at 8:43p.m.

Motion carried: 7-0-0

Respectfully submitted,

Greg Gontowski

Board Secretary