MERCHANTVILLE BOARD OF EDUCATION MINUTES

June 23, 2022

I, Daniel Licata, President, call this meeting to order under the Open Public Meeting Act at 6:02 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. Licata	Mrs. Aaron -Absent	Mr. J. Scott Strong, CSA
Mrs. Kroot		
Mrs. Meisner		
Mrs. Perno		
Mr. Honigfeld		
Mr. Carcanague		
Mrs. Gaskins		
Mr. Iannucci		

OPEN PUBLIC COMMENT I – None

APPROVAL OF THE MINUTES

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

Approval Minutes

- Regular Meeting Minutes & Executive Meeting Minutes– May 18, 2022

Vote: To approve minutes
Board Voted All in Favor **Iannucci – Abstained '

New Business

NEW BUSINESS - None

Unfinished Business

UNFINISHED BUSINESS

- CSA Evaluation Update – Executive Session followed by approval of the CSA Evaluation
- 2022-2023 Goal Discussion and approval

Communication

COMMUNICATIONS – None

COMMITTEE REPORTS

- Finance and Facility Committee – No Meeting
  - ADA Project Update

- Personnel and Education Committee – No Meeting
- Policy and Community Relations – No Meeting
- Haddon Heights Liaison Update

Moved by Carcanague and seconded by Perno to table Item M

Tabled Item M

M. CCESC – WJ Gross – Tabled
To approve contract with WJ Gross under CCESC Contract #66CCEPS for elevator installation in the amount of $1,299,000.00.

Roll Call Vote: to table Item M Voting Yes: Carcanague, Gaskins, **Iannucci, Kroot, Licata, **Meisner, Perno, and Honigfeld.

Motion carried 6-1-1 **Iannucci – NO , **Meisner – Abstained

CSA Report

CSA REPORT

- Emergency Drills: Fire Drill = May 20 at 9:38 Fire Drill & May 25 at 2:30 Evacuation Drill
- Use of Facility Report – June 2022
- May 2022 CSA Monthly Report – 1 HIB cases reported & confirmed HIB

CSA RECOMMENDATIONS

Motioned by Honigfeld seconded by Gaskins that the Merchantville Board of Education approve Items 1 through 4.

Review of Policies

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

4111	Recruitment, Selection and Hiring
4111.1 / 4211.1	Nondiscrimination/Affirmative Action
4111.2 - 4211.2	Domestic Violence
4111.2	Domestic Violence
4112.2	Certification
4112.4 / 4212.4	Employee Health
4112.6 / 4212.6	Personnel Records
4112.8 / 4212.8	Nepotism
4113/4114/4213/4214	Assignment; Transfer
4115	Supervision
4116	Evaluation
4117.4	Reduction in Force/Abolishing a Position
4117.41	Nonrenewal

4119.21 / 4219.21	Conflict of Interest
4119.22 / 4219.22	Conduct and Dress
4119.23	Employee Substance Abuse
4119.26 / 4219.26	Electronic Communication by the School Staff
4121	Substitute Teachers
4122	Student Teachers/Interns
4123	Classroom Aides (Paraprofessionals)
4131 / 4131.1	Staff Development; In-service Education/Visitation/Conferences
4138 / 4238	Nonschool Employment
4138.2	Private Tutoring
4147 / 4247	Employee Safety
4151 / 4251	Attendance Patterns
4151.1 / 4251.1	Personal Illness and Injury
4211	Recruitment, Selection and Hiring
4215	Supervision
4216	Evaluation
4219.23	Employee Substance Abuse
4222	Non-Instructional Aides
4231 / 4231.1	Staff Development / In-Service Education / Visitations / Conferences

Professional Development – Individual Education Plan

2. That the Board of Education approve to allow the administration to assign certified personnel to attend mandated Individual Education Plan (as needed), Professional Development planning for the Summer Institute (1 hour per person), School Improvement Panel (2 hours per person) throughout the Summer 2022 at a contracted rate of $40 per hour.

Guidance Counselor – Job Description

3. That the Board of Education approve the job description for Guidance Counselor.

School LPN Job Description

4. That the Board of Education approve the job description for School LPN (Licensed Practitioner Nurse).

Roll Call Vote: Items 1 and 2 Voting Yes: Carcanague, Gaskins, Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 8-0-0

Roll Call Vote: Items 3 and 4 Voting Yes: Carcanague, Gaskins, **Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 7-1-0 ** Iannucci – No

Motioned by Gaskins, seconded by Kroot that the Merchantville Board of Education approve Items 5 through 11.

FMLA Employee #18030 till 9/8/22

5. That the Board of Education adjust the previously approved FMLA Leave for employee number #18030 to start June 8 without using sick days with a return date of Sept 8, 2022.

Sumer Music Program

6. That the Board of Education approve the 2022 Summer Music Program to run Monday, August 22 – Wednesday, August 31(Monday – Thursday) from 9:00 am – 12:00 pm. Furthermore, to approve Mrs. Vanessa Van Sciver to facilitate this program. The timeframe is for two weeks (3 hours a day for 7 days) at a rate of $40 per hour.

Summer Knights Program

7. That the Board of Education rescind the Summer Knights program offer to Miriam Baskies for Summer 2022 and
That the Board of Education approve Melody Ransom for the Summer Knights Program at the contracted $40 per hour for 2.5 hours per day Mondays – Thursdays July 5th – August 4th.

Co-Curricular, Advisors and Coaching Positions 22-23

8. That the Board of Education approve the following co-curricular, advisors and coaching positions for the 2022-2023 school year:

Coach, Field Hockey	Ms. Daniella Cucunato	($2088)
Assistant Field Hockey	Ms. MacKenzie Tyler	($1399)
Coach, Cheerleading (Home games only)	Mrs. Alyssa Jackson	($2427)
Coach, Soccer	Ms. Sindy Bonilla	($2088)
Assistant Soccer Coach ($1399)	Mr. Alvaro Jessy Bonilla	
Advisor, Student Council	Ms. Jamie Bertini	($1594)
Advisor, Yearbook	Mrs. Alyssa Jackson	($1594)
Advisor, Band	Mrs. Vanessa Van Sciver	($1594)
Advisor, Choir	Mrs. Vanessa Van Sciver	($1594)
Advisor, Musical Director	Mrs. Vanessa Van Sciver	($1594)
Advisor, Garden Club	Mrs. Jen Smith	($1594)
Advisor, Stage Crew	Mr. Shawn Waldron	($1594)
Advisor, Assistant Music Director	Ms. Sindy Bonilla	($1040)
Advisor, Assistant Musical Director	Mrs. Terri Sheffer	($766)
Advisor, Art Club	Ms. Karen Baker	($1594)
Advisor, Running Club	Mrs. Andrea Gleeson & Ms. Yuliya Tsypenyuk	($1594)
Advisor, Model UN	Mr. Shawn Waldron	($1594)
Advisor, Junior Green Team	Mrs. Adrienne Browne	($1594)
Advisor, Newsletter	Mrs. Sherry Iannucci & Mrs. Margaret Hood	($330 each vol)
Minimum of 3 and maximum of 6 for the school year		
Advisor, Gay-Straight Alliance	Mrs. Abbie Wence	($1594)
Advisor, Battle of the Books	Mrs. Jenifer Smith	($1594)
Coordinator, Athletic Director ($2760)	Mr. Mike Dailey	
Coordinator, Safety Patrol	Mr. Shawn Waldron	($2760)

Kevin Tocco – Supervisor of Facility Management

9. That the Board of Education approve Kevin Tocco as the Supervisor of Facility Management starting on August 1, 2022 at a salary of $69,000 per year.

Marcia Schanne – School Licensed Practitioner Nurse 9/1/22

10. That the Board of Education approve Marica Schanne as the School Licensed Practitioner Nurse starting September 1, 2022 at $35 per hour.

Attendance Professional Development Workshops

11. That the Board of Education approve the recommendation of the Chief School Administrator for attendance at the following Professional Development Workshops:

Roll Call Vote: Items 5, 6, 7, 9 and 11 Voting Yes: Carcanague, Gaskins, **Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 8-0-0

Roll Call Vote: Item 8 Voting Carcanague, Gaskins, **Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 7-0-1 **Iannucci – Abstained

Roll Call Vote: Item 10 Voting Carcanague, Gaskins, **Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 7-1-0 **Iannucci –No

Motioned by Kroot, seconded by Honigfeld that the Merchantville Board of Education approve Items 12.

Sonya Hart – Guidance Counselor

12. That the Board of Education approve Sonya Hart as the Guidance Counselor starting September 1, 2022 at MA Step 3 ($70,879).

Roll Call Vote: Item 12 Voting Carcanague, Gaskins, **Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 7-1-0 **Iannucci – No

Business Office Recommendations

Motioned by Iannucci, seconded by Honigfeld that the Merchantville Board of Education approve Items A through C.

Warrants

A Warrants

The attached bill lists:

June 2022 warrants **(Attachment A1)**

Warrants

B. 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.

Capital Reserve Resolution

C Capital Reserve - To approve the following resolution:

Resolution, to transfer up to $620,000.00 of 2021-2022 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 $620,000.00 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.

Capital Reserve - to Approve Resolution

D Capital Reserve - To approve the following resolution:

Resolution, to transfer up to $1,500,000 of 2021-2022 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 $1,500,000 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.

IDESA Grant

E. IDEA Grant

To approve submission and acceptance of the 2022-2023 IDEA grant in the following amounts:

IDEA Basic - $155,852.00
IDEA Preschool - $7,202.00

FSEA Grant

F. ESEA Grant

To approve submission and acceptance of the 2022-2023 ESEA grant in the following amounts:

Title I - $108,194.00
Title II - $18,062.00
Title III - $3,135.00
Title IV - $10,000.00

PL 2015 Chapter 47

G. PL 2015 Chapter 47

To recognize the attached list to be in compliance with PL 2015 Chapter 47. **(Attachment G1)**

BCIPJIF Renewal Cost

H. BCIPJIF Renewal Cost

Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) insurance coverage and student accident coverage for the 2022-2023 school year at a cost of $73,405.00

BCIPJIF Resolution 2022-6-1

I. BCIPJIF Resolution 2022-6-1

Resolution 2022-6-1 directing the distribution of net returned surplus funds held by Burlington County Insurance Pool Joint Insurance Fund in the amount of $4,349.00 to be used to offset the 2022-2023 premium. **(Attachment I1)**

Non Fair and Open Decker's

J. Non Fair and Open – Decker's

To award non fair and open contract to Decker's, Inc. for the 2022-2023 school year for annual lawn services in an amount to exceed $17,500.00.

Non Fair and Open J&G

K. Non Fair and Open – J&G

To award non fair and open contract to J&G Industrial Supply for the 2022-2023 school year

NeuroHelath - Tuition Contract #6117766785

L. Tuition Contract

Tuition contract with Bancroft NeuroHealth for student #6117766785 in the amount of $86,013.90 for tuition and $42,000.00 for 1:1 aide for the 2022-2023 school year.

Roll Call Vote: Items A through D Voting Yes: Carcanague, Gaskins, Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 8-0-0

Roll Call Vote: Items A, B and E through L Voting Yes: Carcanague, Gaskins, Iannucci, Kroot, Licata, Meisner, Perno, and Honigfeld.

Motion carried 8-0-0

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

Motion carried 7-0-1 ** Iannucci – Abstained

Motioned by Carcanague seconded by Honigfeld that the Merchantville Board of Education approve Adopt Board Goals

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

Motion carried 4-4-0 **Iannucci, Gaskins, Kroot and Meisner – No

****Mark Iannucci – Left Meeting 8:07**

****Mark Iannucci – Left at 8:07**

OPEN PUBLIC COMMENT II

- **Krista Eamon Locast – Expressed concerns regarding student behavior**
- **Nicole Eiland Lexington – Expressed concerns regarding student behavior**
- **Ron Smith Leslie Ave. – Procedure we follow regarding past HIB concerns**
- **Brett Loveligle – Lexington - Express concerns regarding student discipline**
- **Abigail Lovelidge – Lexington – Expressed concerns regarding student discipline**
- **Bridget Jacob – Prospect St. - Wanted to express that she hopes safety will be considered a top priority this summer**
- **Regina Lovelidge – Asked are we counseling victim?**

Executive Session

Motion to recess into Executive Session at 8:20 PM by Honigfeld second by Kroot

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 **9:02** 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 9:02 P.M. and return to regular session by Carcanague, second by Perno.

Motion carried: 7-0-0

Motioned by Kroot, seconded by Gaskins that the Merchantville Board of Education approve CSA Evaluation

CSA Evaluation 22-23

RECOMMEND that the Merchantville Board of Education approve the Chief School Administrator Evaluation for the 2022-2023 School Year.

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

Motion carried: 7-0-0

Motioned by Carcanague, seconded by Honigfeld that the Merchantville Board of Education approve CSA Contract

CSA Contract 1/1/22-6/30/25

RECOMMEND that the Merchantville Board of Education approve the County approved Chief School Administrator Contract for the term July 1, 2022 through June 30, 2025.

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

Motion carried: 7-0-0

Adjourn Meeting

Adjourn Moved by Carcanague seconded by Perno that the board of education approve to adjourn this meeting at 9:05 p.m.

Motion carried 7-0-0

Respectfully submitted,

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Greg Gontowski

MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

June 23, 2022

Moved by Mr. Honigfeld and seconded by Mrs. Kroot to 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 not be made public immediately after or as soon thereafter as a decision is reached, if permitted, by law.

Unanimously Approved **8:20** PM

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

Members Absent – Mr. Iannucci and Mrs. Aaron

Also Present:

Topic: Superintendent Evaluation

Return to Open Session – Moved by Mr. Carcanague and seconded by Mrs. Perno that the board of education approve to return to open session at 9:02 p.m.

Motion carried: 7-0-0

Respectfully submitted,

Greg Gontowski

Board Secretary

MERCHANTVILLE BOARD OF EDUCATION MINUTES

June 29, 2022

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

OPEN PUBLIC COMMENT I – None

Executive Session None

Motioned by Honigfeld, seconded by Meisner that the Merchantville Board of Education approve Item A.

CCESC-WJ Gross Elevator Installation

A. CCESC – WJ Gross
To approve contract with WJ Gross under CCESC Contract #66CCEPS for elevator installation in the amount of $1,299,000.00.

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

Motion carried 6-1-0 **Iannucci -No

OPEN PUBLIC COMMENT II – None

Adjourn Meeting

Adjourn Moved by Perno, seconded by Kroot that the board of education approve to adjourn this meeting at 7:02 p.m.

Vote: To approve Adjourn
Board Voted All in Favor

Respectfully submitted,

_____
Greg Gontowski