MERCHANTVILLE BOARD OF EDUCATION MINUTES

April 28. 2022

I, Daniel Licata, President, call this meeting to order under the Open Public Meeting Act at 7:02 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. Carcranague | Mrs. Perno | Mr. J. Scott Strong, CSA |
| Mrs. Gaskins | | Mr. Greg Gontowski, Business Administrator |
| Mr. Licata | | |
| Mr. Honigfeld | | |
| Mrs. Aaron | | |
| Mr. Iannucci | | |
| Mrs. Meisner | | |

**OPEN PUBLIC COMMENT I** – None

**APPROVAL OF THE MINUTES**

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

**Approval Regular & Executive Minutes**

- Regular Meeting Minutes & Executive Meeting Minutes– March 24, 2022

**Vote: To approve minutes**
**Board Voted All in Favor ** Iannucci - Abstained from Executive**
****Kroot – Abstained from Both**

**New Business**

**NEW BUSINESS**

- WIN Presentation by Director of Equity, Curriculum & Instruction
- Audit Presentation
- 2022-2023 Budget Presentation by Chief School Administrator
- School Board Self Evaluation Update
- Playground Dedication Ceremony – May 6th at 3:30 pm
- May Goal Setting Meeting

**Motioned by Honigfeld, seconded by Kroot to change regular meeting from 5/26/22 to 5/18/22 at 6:pm**

MERCHANTVILLE BOARD OF EDUCATION MINUTES

March 24, 2022

**Unfinished Business**

## UNFINISHED BUSINESS

- CSA Evaluation Update

**Communication**

**COMMUNICATIONS** – None

**Committee Reports**

## COMMITTEE REPORTS

- Finance and Facility Committee
- Personnel and Education Committee – Meeting April 11
- Policy and Community Relations – Meeting April 13

## CSA REPORT

**CSA Report**

- Emergency Drills: Fire Drill = March 21 at 10:30 & Active Shooter = March 25 at 11:30
- Use of Facility Report – April – May 2022 = 0 outside requests
- March 2022 CSA Monthly Report – 4 confirmed HIB cases
- 8th grade Orientation and Holocaust Education Activity Update

## CSA RECOMMENDATIONS

**Motioned by Meisner seconded by Kroot that the Merchantville Board of Education approve Items 1, 3,4 and Table Item 2**

**Review of Policies**

1. That the Board of Education approve the review of the following policies:
   - Policy #0100 Educational Philosophy
   - Policy #0300 District Goals & Objectives (T&E)
   - Policy #1000-1010 Community Relations Goals & Objectives
   - Policy #1100 Communication with the Public
   - Policy #1110 Media
   - Policy #1111 District Publications
   - Policy #1120 Board of Education Meetings
   - Policy #1140 Distribution of Materials by Pupils & Staff
   - Policy #1200 Participation by the Public
   - Policy #1220 Citizen's Ad Hoc Advisory Committees
   - Policy #1230 School-Connected Organizations
   - Policy #1250 Visits to the School
   - Policy #1312 Community Complaints & Inquires
   - Policy #1322 Contests for Pupils
   - Policy #1330 Use of School Facilities
   - Policy #1410 Local Units
   - Policy #1600 Relations Between Other Entities & the District
   - Policy #2000/2010 Concepts & Roles in Administration Goals & Objectives
   - Policy #2121 Line of Responsibility
   - Policy #2130 Principal Evaluation
   - Policy #2131 Chief School Administration
   - Policy #2210 Administrative Leeway in Absence of Board Policy

- Policy #2224 Nondiscrimination/Affirmative Action
- Policy #2240 Research, Evaluation and Planning
- Policy #2255 Action Planning for Thorough and Efficient Certification
- Policy #2400 Evaluation of Educational Administration

**2. Tabled**

**Tabled #2**

3. That the Board of Education approve the first reading of the following policy:
   - Policy #5141.10 – Face Coverings

**First Reading Policy #5141.10 Face Coverings**

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

**Professional Development Workshops A. Duckworth and A. Lopez**

| Attendee | Event | Place of Event | Date | Cost |
|---|---|---|---|---|
| Ashley Duckworth | Certified Autism Spectrum Disorder Clinical Specialist Intensive Online Training | Virtual | Self Paced | $99.99 |
| Aleesha Lopez | Dealing with Difficult Students | Gloucester County, NJ | March 31, 2022 | $149 |

**Roll Call Vote Items 1,4 and Table Item 2 Voting Yes: Aaron, Carcanague, Gaskins, Honigfeld, Iannucci, Kroot, Meisner and Licata.**

**Motion carried 8-0-0**

**Roll Call Vote Item 3 Voting Yes: Aaron, Carcanague, Gaskins, Honigfeld, **Iannucci, Kroot, Meisner and Licata.**

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

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

**ESY 2022**

5. That the Board of Education approve the Early Childhood Extended School Year (ESY) Program for Summer 2022. This program will continue the special services as mandated by Individual Education Programs (IEPs).

July 5th through August 4
Monday through Thursday - 9:00 a.m. to 11:30 a.m.

Furthermore, to approve the following personnel associated with the Early Childhood Extended School Year Program:

| Employee | Job Title | Rate of Pay | Number of Hours | Number of Days |
|---|---|---|---|---|

| | | | | |
|---|---|---|---|---|
| Kim Klaus | Teacher | $40 per hour | 3.25 hours per day | 19 |
| Chantel Becthel | Aide | $16 per hour | 3.25 hours per day | 19 |
| Terry Irvin-Turner | Substitute Aide | $16 per hour | As needed | As needed |

**Pre-School ESY 2022**

6. That the Board of Education approve the Pre-School Disabled Extended School Year (ESY) Program for Summer 2022. This program will continue the special services as mandated by Individual Education Programs (IEPs).

July 5th through August 4
Monday through Thursday - 9:00 a.m. to 11:30 a.m.

Furthermore, to approve the following personnel associated with the Pre-School Disabled Extended School Year Program:

| Employee | Job Title | Rate of Pay | Number of Hours | Number of Days |
|---|---|---|---|---|
| Ashley Duckworth | Teacher | $40 per hour | 3.25 hours per day | 19 |
| Denise Grasso | Aide | $16 per hour | 3.25 hours per day | 19 |
| Jasmin Bailey | Aide | $16 per hour | 3.25 hours per day | 19 |
| Terry Irvin-Turner | Substitute Aide | $16 per hour | As needed | As needed |

**Summer Knights – Learning Acceleration Program Summer 22**

7. That the Board of Education approve the Summer Knights – Learning Acceleration Program for Summer 2022.

July 5th through August 4th
Monday through Thursday
1:00 pm to 3:00 pm

Furthermore, That the Board of Education approve the following teachers for the Summer Knights Program at the contracted $40 per hour for 2.5 hours per day Mondays – Thursdays July 5th – August 4th: Heather Wilson, Terri Sheffer, Miriam Baskies, Sindy Bonilla, Christina Folk, Maggie Hood and Jen Smith.

**Leave of Absence Employee 6/6/22-9/6/22**

8. That the Board of Education approve a leave of absence for employee #18030 starting June 6, 2022 with an anticipated return date of September 6, 2022.

**Speech Service Summer 2022**

9. That the Board of Education approve to provide speech service throughout the 2022 summer for students as documented in Individual Education Plan needs. The services will be provided by Jamie Bertini for a period of time not to exceed 40 hours at the contracted rate of $40 per hour.

**Nicole Clark Substitute List 21-22**

10. That the Board of Education approve adding Nicole Clark to the substitute list for the 2021-2022 school year.

**M. Mahmood, D. Cucunato and A. Wence Curriculum Team Leaders 22-23**

11. That the Board of Education approve the following teachers for Curriculum Team Leaders approving up to 20 hours person for Summer 2022 and up to 20 hours of outside of contracted hours throughout the 2022-2023 school year:
    - Misbah Mahmood Grades K – 2
    - Daniella Cucunato Grades 3 – 5
    - Abbie Wence Grades 6 – 8

**Roll Call Vote Items 5 through 10 Voting Yes: Aaron, Carcanague, Gaskins, Honigfeld, Iannucci, Kroot, Meisner and Licata.**

**Motion carried 8-0-0**

**Roll Call Vote Item 11 Voting Yes: Aaron, Carcanague, Gaskins, Honigfeld, **Iannucci, Kroot, Meisner and Licata.**

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

**Motioned by Kroot, seconded by Aaron that the Merchantville Board of Education approve Item 12.**

**Employee Renewal List 2022-2023**

12. That the Board of Education approve the employee renewal list for the 2022-2023 school year:

| MEA Employee Teachers and Nurse | 2022-2023 Salary | Educ. Credits | 2022-2023 Step | Full-Time Equiv. | NOTES |
|---|---|---|---|---|---|
| Arkainno | 70,109.00 | BA | 9 | 100.00% | *Tenured as of 9/1/22* |
| Baker | 73,109.00 | BA | 11 | 100.00% | |
| Bertini | 77,879.00 | MA | 9 | 100.00% | |
| Bickel | 62,109.00 | BA | 2 | 100.00% | *Non Tenured* |
| Bonilla | 72,879.00 | MA | 5 | 100.00% | *Tenured as of 9/1/22* |
| Brill | 103,128.00 | MA | 18 | 100.00% | |
| Browne | 79,379.00 | MA | 10 | 100.00% | *Tenured as of 9/1/22* |
| Cardona-Jackson | 75,099.00 | MA+15 | 5 | 100.00% | *Tenured as of 9/1/22* |
| Cucunato | 63,109.00 | BA | 3 | 100.00% | *Non Tenured* |

| | | | | | |
|---|---|---|---|---|---|
| Dailey | 76,049.00 | BA+30 | 10 | 100.00% | |
| DiSabatino | 62,109.00 | BA | 2 | 100.00% | *Non Tenured* |
| Duckworth | 62,109.00 | BA | 2 | 100.00% | *Non Tenured* |
| Gleeson | 75,099.00 | MA+15 | 5 | 100.00% | *Tenured as of 9/1/22* |
| Gudowski | 80,879.00 | MA | 11 | 100.00% | |
| Hood | 71,609.00 | BA | 10 | 100.00% | |
| Huber | 98,149.00 | MA | 17 | 100.00% | |
| Iannucci | 86,499.00 | MA+15 | 13 | 100.00% | |
| Kay | 76,509.00 | BA | 13 | 100.00% | *Non Tenured* |
| Korn | 73,049.00 | BA+30 | 8 | 100.00% | |
| Langston-Lopez | 63,109.00 | BA | 3 | 100.00% | *Non Tenured* |
| Lord | 79,379.00 | MA | 10 | 100.00% | |
| Mahmood | 63,109.00 | BA | 3 | 100.00% | *Non Tenured* |
| Middleman | 71,879.00 | MA | 4 | 100.00% | *Non Tenured* |
| Nemerofsky | 76,379.00 | MA | 8 | 100.00% | |
| Nettleton | 98,149.00 | MA | 17 | 100.00% | |
| Ransom-Harper | 104,478.00 | MA 9 | 18 | 100.00% | |
| Scallan | 79,379.00 | MA | 10 | 100.00% | |
| Sheffer | 78,409.00 | BA | 14 | 100.00% | |
| Smith | 74,879.00 | MA | 7 | 100.00% | *Non Tenured* |
| Spahr | 79,319.00 | MA+30 | 7 | 100.00% | |
| Tsypenyuk | 79,379.00 | MA | 10 | 100.00% | |
| Turan | 104,481.00 | MA+15 | 18 | 100.00% | |
| Tyler | 62,109.00 | BA | 2 | 100.00% | *Non Tenured* |
| Van Sciver | 108,236.00 | MA+30 | 18 | 100.00% | |
| Waldron | 103,128.00 | MA | 18 | 100.00% | |
| Wence | 69,879.00 | MA | 2 | 100.00% | |
| Wilson | 77,879.00 | MA | 9 | 100.00% | |

| **MEA EMPLOYEE** | **2022-2023** | **2022-2023** | **2022-2023** | **Full Time** | **NOTES** |
|---|---|---|---|---|---|
| **Aides** | **Salary** | **Step** | **Hourly Rate** | **Equivalent** | **Est. Hours** |

| | | | | | |
|---|---|---|---|---|---|
| Alloway | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| Bailey | | 2 | 18.45 | Hourly Non-Inst. | 5 hrs. per day |
| Bechtel | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| Casey | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| Grasso, Dawn | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| Grasso, Denise | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| Irvin-Turner | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| Moore | | 1 | 18.05 | Hourly Non-Inst. | 5 hrs. per day |
| Nolte | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| Richards | | 5 | 29.84 | Hourly Instructional | 5 hrs. per day |
| Segrest | | 5 | 20.36 | Hourly Non-Inst. | 5 hrs. per day |
| **Other MEA** | **Salary** | **Step** | | | |
| Stone | 50,285.00 | 5 | | Secretary | |

**Others:**

| | |
|---|---|
| Substitute Teachers/Aides | $90.00 half day |
| Substitute Teachers/Aides | $150.00 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. |

Less than 5 hours

| **Non-MEA Employees** | **2022-2023 Salary** | **Full-Time Equiv.** | **Position** |
|---|---|---|---|
| Czarnick, Matthew | 44,467.00 | 1.00 | Custodian - Day |
| Griffith, James | 38,000.00 | 1.00 | Custodian – Night |
| Reustle, Richard | 42,084.00 | 1.00 | Custodian – Night |

| | | | |
|---|---|---|---|
| Bennet, Napoleon | $18.00 per hour | .75 | Custodian – up to 29.5 hours |
| Buchman, Christina | 48,878.00 | 1.00 | Confidential Secretary |
| Klaus, Kimberly | 106,584.00 | 1.00 | LDTC/Supervisor |
| Leise, Jeanne | 91,051.00 | 1.00 | Social Worker/Supervisor |
| Travaglini, Krista | 95,337.00 | 1.00 | Curriculum |

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

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

**Motioned by Honigfeld, seconded by Gaskins that the Merchantville Board of Education approve Item 13.**

**Superintendent's Contract – Submission to the County**

13. Motion to approve, on the recommendation of the superintendent, the Superintendent's contract for submission to the county for approval.

**Roll Call Vote Item 13 Voting Yes: Aaron, Carcanague, Gaskins, Honigfeld, **Iannucci, Kroot, Meisner and Licata.**

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

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

**Warrants**

**A. Warrants**
The attached bill lists:
- April 2022 warrants **(Attachment A1)**

**Archway _ Just Kids 22-23**

**B. Archway – Just Kids**
To approve contract with Archway Programs to run Just Kids for the 2022-2023 school year.

**Audit June 30, 2021**

**C. Audit**
To approve acceptance of the June 30, 2021 audit report with no recommendations. The audit was officially presented at the April 28, 2022 meeting and a summary of audit was made available to the public.

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

**Motion carried 8-0-0**

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

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

**Motioned by Carcanague, seconded by Kroot that the Merchantville Board of Education approve Item D.**

Budget 2022-2023

**D. 2022-2023 Budget**

WHEREAS, the Merchantville Borough Board of Education has developed its 2022-2023 school budget, and

WHEREAS, a budget hearing was held on April 28, 2022.
WHEREAS, NJAC 6:19-2.7(a) requires Merchantville Board of Education to adopt and submit a formal Board resolution,

NOW THEREFORE, BE IT RESOLVED that the Merchantville Board of Education hereby approves the 2022-2023 school budget as presented by the administration which includes the following:

RESOLVED, the Board has approved that there should be raised for the General Fund a tax levy of $6,006,987.00 for the ensuing School Year (2022-2023) and a Debt Service tax levy of $117,329.00

| | GENERAL FUND | SPECIAL REVENUES | DEBT SERVICE | TOTAL |
|---|---|---|---|---|
| **2022-23 Total Expenditures** | 13,712,223.00 | 1,118,748.00 | 153,750.00 | 14,984,721.00 |
| **Less: Anticipated Revenues** | 7,705,236.00 | 1,118,748.00 | 36,421.00 | 8,860,405.00 |
| **Taxes to be Raised** | 6,006,987.00 | 0.00 | 117,329.00 | 6,124,316.00 |

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – for Excess Cost & Other Capital Projects, is $1,600,000.00 for other capital project costs of building renovations and repairs including but not limited to, ADA renovations, Interior renovations, Exterior Renovations, and plumbing. The total costs of these projects is $1,600,000.00 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

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

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

**Executive Session**

**Motion to recess into Executive Session at 8:20 p.m. by Aaron, second by Honigfeld**

**Vote: To approve recess into Executive Session**
**Board Voted All in Favor**

**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 **8:30** 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 not be taken**

**Exit Executive Session and return to regular session**

**Motion to exit Executive Session at 8:31 P.M. and return to regular session by Carcanague second by Honigfeld.**

**Vote: To approve exit Executive Session**
**Board Voted All in Favor**

MERCHANTVILLE BOARD OF EDUCATION MINUTES

March 24, 2022

**Adjourn Meeting**

**Adjourn Moved by Honigfeld seconded by Aaron that the board of education approve to adjourn this meeting at 8:37p.m.**

**Vote: To approve Adjourn**
**Board Voted All in Favor**

Respectfully submitted,

_____
Greg Gontowski

# MERCHANTVILLE BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

April 28, 2022

Moved by Mrs. Aaron and seconded by Mr. Honigfeld 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**:20PM

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

**Members Absent** – Mrs. Perno and Mr. Iannucci

**Also Present**:

**Topic:** Superintendent Evaluation

**Return to Open Session – Moved by Mr. Carcanague and seconded by Mr. Honigfeld that the board of education approve to return to open session at 8:31 p.m.**

**Motion carried: 7-0-0**

Respectfully submitted,

Greg Gontowski

Board Secretary