MERCHANTVILLE BOARD OF EDUCATION AGENDA –
REORGANIZATION MEETING APRIL 22, 2008
PUBLIC AGENDA

CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Merchantville Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Retrospect, The Courier Post, Borough Hall, and Community Library.

ROLL CALL

Mr. Bohn	_____	Mr. Honigfeld	_____
Mr. Hartson-Stine	_____	Mr. Velten	_____
Mr. Loue	_____		

PLEDGE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

ELECTION RESULTS – UNOFFICIAL

The unofficial results of the election are as follows:

For full three (3) year term:

Terrance Doran	163	votes
Henry Kabel	167	votes
Steve Morrone	177	votes

For two (2) year term:

Jennifer Perno	170	votes

General Fund - $4,077,152

YES	119	votes
NO	121	votes

(Above numbers include absentee votes. No update on provisional votes.)
(Last year's budget vote was – 128 YES and 93 NO.)

SWEARING IN OF RE-ELECTED BOARD OF EDUCATION MEMBERS

Doran Kabel Morrone Perno

READING OF THE ETHICS CODE AND DISTRIBUTION FOR ALL MEMBERS TO SIGN

REORGANIZATION OF THE BOARD OF EDUCATION

NOMINATION OF PRESIDENT AND ELECTION OF PRESIDENT

The Board Secretary opens the floor to nominations for the Office of the President of Merchantville Borough Board of Education.

MOTION (,) to open nominations for the position of President.

MOTION (,) to nominate _____ to serve as President of Merchantville Borough Board of Education.

Other nominations:
MOTION (,) to nominate _____ to serve as President.

MOTION (,) to close nominations for President.

The Board Secretary calls for a roll call vote on the election of _____ as President of the Board of Education for a term of one year, commencing April 24, 2008, and until his/her successor is elected and shall qualify.

Roll call vote: Ayes _____ Noes _____ Abstain _____

The Board Secretary then declares _____ elected to the Office of President and yields the chair to the President.

NOMINATION OF VICE PRESIDENT AND ELECTION OF VICE PRESIDENT

The President opens the floor to nominations for the Office of Vice President of the Board of Education.

MOTION (,) to open nominations for the position of Vice President.

MOTION (,) to nominate _____ to serve as Vice President.

Other nominations:
MOTION (,) to nominate _____ to serve as Vice President.

MOTION (,) to close nominations for Vice President.

The Board Secretary calls for a roll call vote on the election of _____ as Vice President of the Board of Education for a term of one year, commencing April 22, 2008, and until his/her successor is elected and shall qualify.

Roll call vote: Ayes _____ Noes _____ Abstain _____
The President then declares _____ to the office of Vice President.

APPOINTMENT OF COMMITTEES

Liaison to Pennsauken Board of Education
It is recommended that the Board of Education approve the appointment of a Merchantville Borough Board of Education member as the liaison to the Pennsauken Board of Education.

Representative _____

APPOINTMENTS AND DESIGNATIONS

Resolution - Awarding Contracts
Resolution authorizing the awarding of contracts for "professional services" for a one-year term commencing April 23, 2008, until the Reorganization of the Board of Education, without competitive bidding:

1. **Auditor**
   (Currently – CPA Solutions, Inc.) _____

2. **Board Solicitor**
   (Currently - Gary Wodlinger, Esquire of
   Lipman, Antonelli, Batt, Dunlap, Wodlinger &
   Gilson, P.C.)
   _____

3. **School Physician**
   (Currently - Dr. Gooberman) _____

4. **Insurance Broker of Record**
   (Currently – Commerce Insurance Services /The
   Porch Agency Inc.)
   _____

5. **Business Administrator/Board Secretary**
   (Currently - Salem County Special Services)
   _____

6. **Treasurer of School Funds**
   (Currently - Jeannie Scott)
   _____

7. **Regulatory Services**
   (Currently –PARS Environmental)_____

8. **Purchasing Agent**
   (Currently – Henry Bermann)_____

9. Architect of Record

(Currently, Garrison Architect _____ and Lammey and Gorgio)

Official Newspapers

(Currently - The Courier Post & The Retrospect)_____

Regular Meeting Dates

(Currently – Regular Meetings on the second and the fourth Tuesday of each month in the Reading Center at Merchantville School and Public Library.

PUBLIC NOTICE

DRAFT:

At its Annual Reorganization Meeting held on Tuesday, April 22, 2008, the Merchantville Board of Education designated the second Tuesday of each month as a work session meeting and the fourth Tuesday of each month as the regular meeting date for the Board of Education, unless noted.

All regular meetings, therefore, shall be held on the following dates:

May 13, 2008	May 27, 2008
June 10, 2008	June 24, 2008
July 08, 2008	July 22, 2008
August 12, 2008	August 26, 2008
September 09, 2008	September 23, 2008
October 14, 2008	October 28, 2008
November 11, 2008	November 25, 2008
December 16, 2008 (3rd Tuesday in Dec.)	
January 13, 2009	January 27, 2009
February 10, 2009	February 24, 2009
March 10, 2009	March 24, 2009
April 14, 2009*	April 28, 2009 (Reorganization)

- *This meeting falls during the Easter break.*
- *School elections would be on April 21, 2009.*

The schedule for regular meetings shall be in effect until the next Annual Reorganization Meeting of the Board of Education or in the case of a regular meting date falling on a holiday, unless altered by the Board of Education, in which case due public notice will be provided.

Meeting will commence at 7:30 p.m., and will be conducted at the Reading Center at Merchantville School and Public Library.

These meetings will be held for whatever business that my come before the Board of Education and formal action may be taken at any or all of these specific meetings.

Notice of the special meeting of the Board of Education, other than those designated above, shall be forwarded to The Courier Post and/or The Retrospect, both being designed by the Board of Education to receive notice under the provision of the New Jersey Open Public Meetings Law at least 48 hours prior to such a meeting being held. Public Notice of any special meeting shall be posted at least 48 hours before its occurrence.

By order of:
Merchantville Board of Education
Henry Bermann, RSBA/Board Secretary

Policy Statements
Resolution by the organized Board of Education accepting and reaffirming the previous curriculum and textbooks, policies, (including Student Records Policy 5125.1), practices, and procedures of the previous Board of Education recognizing that these items may be amended when necessary with Board approval.

NOTE: Except as otherwise provided by law, regulation of the State Department of Education or by this Board of Education, meetings of the Merchantville Board of Education shall be conducted with Robert's Rules of Order, Revised. Legal Reference: N.J.S.A. 18A: 11-1 General Mandatory Powers and Duties

Depository of School Funds

Currently:

Bank of America
Morgan Stanley

Account Signatories

Currently:

Account #	**Fund**	**Signatory's Title**
591 002736	Warrant	Board President Board Secretary Treasurer (3 signatures required)
591 002752	Payroll/Agency	Board Secretary (1 signature required)
4 282015943	Payroll/Salary	Treasurer (1 signature required)
0759006253	Unemployment	Board Secretary (1 signature required)

4282014114	Student Activity	School Secretary CSA (2 signatures required)
500018	Cash Mgmt	Wire Transfers Board Secretary (1 signature required)

District Assignments

It is recommended that the Board of Education approve the following reappointment of district assignments:

Affirmative Action Officer	Currently- CSA
504 Compliance Officer	Currently- CSA
Health/Safety Compliance Officer	Currently – School Nurse
Title IX Coordinator (sports)	Currently – Physical Education Teachers
Right to Know Officer	Currently - SCSSSD
ADA Coordinator	Currently- CSA
Official Bargaining Units	Currently – Merchantville Education Association
Open Public Record Agent	Currently – Board Secretary
Student Records	Currently - CSA
Public Agent Compliance Officer	Currently – Board Secretary
Integrated Pest Management Officer	Currently - CSA

Petty Cash Fund

It is recommended that the Board of Education approve to reinstate the following petty cash account for the 2008-2009 school year, effective July 1, 2008:

Currently	-	Mr. Swanson	$250.00
		Business Office Personnel	$250.00

Establishment of Tuition-In Rate for the 2008/2009 School Years

It is recommended that the Board of Education establish a tuition-in rate for the 2008/2009 school year:

	Currently –	**2008-2009**
1st through 3rd Grade	$2,675.00	_____
4th Grade through 8th Grade	$3,000.00	_____

(In the past, about a 3% increase was used- Rounded numbers would be $2,756 and $3,092.)
(In the past, No tuition –in students accepted for Pre-K or K.)

Approval to Use Wire Transfers
It is recommended that the Board of Education approve the use of electronic funds transfers to transfer funds from the Warrant/General Account to the Payroll and the Agency Accounts.

Approval of Taxes Schedule
It is recommended that the Board of Education approve the quarterly tax schedule payment submitted by the borough:

May 2008, August 2008, November 2008, and February 2009.

Appointment of a Qualified District Purchasing Agent

N.J.S.A. 18A: 18A-1 ET SEQ.

RESOLUTION

USE OF STATE CONTRACTS

Moved by Mr. Kabel, and seconded by Mr. Morrone, that the board of education approve the Resolution increasing the bid threshold and appointing a Qualified Purchasing Agent, pursuant to N.J.S.A. 18A: 18A-3a and N.J.A.C. 5:34-5 et seq.; and, also permitting the Business Administrator to use state contract pricing Whenever it is in the best interest of the district to do so; and

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to $29,000.00; and

WHEREAS, N.J.S.A.18A: 18A-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 ET seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Henry Bermann possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, Merchantville Board of Education desires to increase the bid threshold as provided in N.J.S.A.18A: 18A-3, now, therefore, be it further

RESOLVED, that the governing body of the Merchantville Board of Education, in the County of Camden, in the State of New Jersey, hereby increases its bid threshold to $29,000.00; and be it further

RESOLVED, that the governing body hereby appoints Henry Bermann as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A.

18A: 18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education, and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Henry Bermann's certification to the Director of the Division of Local Government Services.

I, Henry Bermann, Secretary of the Merchantville Board of Education, in the County of Camden, State of New Jersey, do herby certify that the foregoing is a true and correct copy of a Resolution adopted by the governing body of the Merchantville Township Board of Education, County of Camden, State of New Jersey, at a meeting of said governing body held on April 22, 2008.

_____
Henry Bermann, RSBA

OPEN PUBLIC COMMENT
Audience members attending Board of Education Meetings are permitted to voice their opinions on school-related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting.

COMMUNICATIONS
Mrs. Theresa Turner submitted a letter requesting a medical leave. Mrs. Capasso, the district's attorney, advised that the state and federal family medical leave acts do not apply to this employee, as she does not work the required minimum hours.

It is recommended that the board of education approve an unpaid medical leave for Mrs. Theresa Turner, a part-time, non-instructional aide, for a period of 6 to 8 weeks, beginning May 15, 2008.

OLD BUSINESS

NEW BUSINESS
At the Pre-K and K registration held on April 17, 2008, 12 students registered for the Pre-K class, and 8 students registered for the kindergarten class.

(Last year, 16 registered for Pre-K, and 10 registered for kindergarten.)

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MINUTES

It is recommended that the board of education approve the regular and closed session minutes for the April 8, 2008 meeting.

BUSINESS OFFICE

PAYMENTS

It is recommended that the board of education approve the following payments:

P 51	March bill run	229,664.96
P 52	Tuition deducted from state aid – March 08	8,221.70
P 53	Tuition deducted from state aid – April 08	8,221.70
P 54	4-15 Payroll	146,882.51
P55	April bill run	201,921.26

TRAVEL FORM

It is recommended that the board of education approve the following travel requests:

Swanson-Annette Pompeano	6/3/2008	Philadelphia, PA.	Childhood Apraxia of Speech	Seminar	$250.00	1
Mansolino, Loretta	5/14/08	Atlantic City, NJ	Learn to Handle Board Meetings Like a Pro	Seminar	$150.00	1

TRANSFERS

It is recommended that the board of education accept the recommendation of the superintendent, and approve the following transfer of funds for March 2008:

11 190 100106 Salaries – classroom aides	800.00	11 130 100 101 Salaries – Grades 6-8	800.00
11 000 219 104 Salaries – Special Adm.	25.00	11 000 219 105 Salaries – Special Secretary	25.00
000 217 100 Salaries – one-on-one aides	400.00	11 130 100 101A Salaries – Grades 6-8 Substitutes	400.00

Joint Purchasing Agreement for Paper – waiting for contract

Business Services Agreement – waiting for contract

Interschool Athletic Program - Pending receipt
It is recommended that the Board of Education approve the Membership Resolution for the Camden County Elementary League for the 2008-2009 school year.

Educational Services Commission
It is recommended that the Board of Education approve the resolution for the continuation of the following services to be provided by the Camden County Educational Services Commission for the 2008-2009 school year.

Special Education Transportation
Non-Public Transportation
Aide in Lieu of Transportation
Vocational Transportation
PL 192-193 Funds
Non-Public Nursing

BE IT FURTHER RESOLVED that the Board elect/re-elect the following Board Member to serve as their representative to the Camden County Educational Services Commission.

Representative_____

Tuition Agreement with Pennsauken High School
It is recommended that the Board of Education approve to enter into a 2008-2009 tuition agreement with Pennsauken High School:

Effective September 2008 through June 30, 2009
To provide educational services to Merchantville Students
At a cost of $8,934.00 per student - For seventy (70) students
Contract total…. $625,380.

Dividend Check
It is recommended that the board of education approve to accept the following Dividend checks received from Utica National Insurance Group:

#45707	$ 824.24
#45706	$9,510.59

AUDIENCE PARTICIPATION
Audience members attending Board of Education Meetings are permitted to voice their opinions on school-related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

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Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comments to the specific resolution.

RECESS INTO CLOSED SESSION

It is recommended that the Board of Education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss, personnel, negotiations, or any other matter appropriate for this session. The results of this session will be made public immediately after, or as soon thereafter, as a decision is reached, if permitted by law.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

ADJOURNMENT