MERCHANTVILLE BOARD OF EDUCATION AGENDA –
REORGANIZATION MEETING APRIL 28, 2009
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. Kabel	_____
Mr. Doran	_____	Mr. Loue	_____
Mrs. Perno	_____	Mr. Morrone	_____

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:

Janice Engelke	176	votes
Sharon Hartson-Stine	201	votes
Kevin Barnett	251	votes

General Fund - $4,085,669.

YES	249	votes
NO	132	votes

SWEARING IN OF RE-ELECTED AND NEWLY ELECTED BOARD OF EDUCATION MEMBERS

ENGELKE HARTSON-STINE BARNETT

READING OF THE ETHICS CODE

ETHIC CODES And ACKNOWLEDGEMENT

In board member's packet.

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 28, 2009, 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 28, 2009, 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.

MERCHANTVILLE BOARD OF EDUCATION AGENDA – REORGANIZATION MEETING APRIL 28, 2009

APPOINTMENT OF COMMITTEES

Resolution - Awarding Contracts
Resolution authorizing the awarding of contracts for "professional services" for a one-year term commencing April 28, 2009, 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.)
   And
   Leonard Wood,
   Wade, Long, Wood & Kennedy)
   (Suggested – Leonard Wood)
   _____

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

4. **Insurance Broker of Record**
   (Currently – Conner-Strong)
   _____

5. **Business Administrator**
   _____

6. **Treasurer of School Funds**
   (Currently - Jeannie Scott)
   (Suggested – Michelle McKinney)
   _____

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

8. **Purchasing Agent** _____

9. **Architect of Record**
   (Currently -Lammey and Giorgio)
   and Garrison Architect)
   (Suggested – Lammey and Giorgio)_____

10. 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 28, 2009, 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 12, 2009	May 26, 2009
June 9, 2009	June 23, 2009
July 14, 2009	July 28, 2009
August 11, 2009	August 25, 2009
September 8, 2009	September 22, 2009
October 13, 2009	October 27, 2009
November 10, 2009	November 24, 2009
December 15, 2009	
January 12, 2010	January 26, 2010
February 9, 2010	February 23, 2010
March 9, 2010	March 23, 2010
April 13, 2010	April 27, 2010 – Reorganization

- *School elections would be on April 20, 2010.*

Pg._____(2009-2010 calendars*)*

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

_____

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 Vice-president Business Administrator Board Secretary Chief School Administrator Treasurer (3 signatures required)
591 002752	Payroll/Agency	Board Secretary Business Administrator (1 signature required)
4 282015943	Payroll/Salary	Treasurer (1 signature required)
0759006253	Unemployment	Board Secretary Business Administrator (1 signature required)

4282014114	Student Activity	School Secretary Business Administrator 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 appointment/ 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 - _____
ADA Coordinator	Currently- CSA
Official Bargaining Units	Currently – Merchantville Education Association
Open Public Record Agent	Currently –_____
Student Records	Currently - CSA
Public Agent Compliance Officer	Currently – _____
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 2009-2010 school year, effective July 1, 2009:

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 –	**2009-2010**
1st through 8th Grade	$3,200.00	_____

(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 2009, August 2009, November 2009, and February 2010.

Appointment of a Qualified District Purchasing Agent

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

RESOLUTION

USE OF STATE CONTRACTS

Moved by _____, and seconded by _____, 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, _____ 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 _____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 _____ certification to the Director of the Division of Local Government Services.

I, _____ 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 28, 2009.

_____
_____

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. Leise, school social worker, submitted a request to enroll and be reimbursed for a graduate course.

The New Jersey Division of Public Contracts letter stating that a follow-up review of the district's contracts found that they complied with all state mandates.

UNFINISHED BUSINESS
Test scores

Dress code policy – "unnatural hair color"

Final Food Service Proposal from Sodexho – pending

NEW BUSINESS
Camden County Library System presented their Library Agreement for renewal and a copy was forwarded to the board's liaison, Mr. Kabel, for review. Will be presented for approval at the next meeting.

MERCHANTVILLE BOARD OF EDUCATION AGENDA – REORGANIZATION MEETING APRIL 28, 2009

MINUTES

It is recommended that the board of education approve the regular and closed session minutes for the following meetings:

MARCH 17, 2009
MARCH 24, 2009
MARCH 31, 2009
APRIL 2, 2009 PUBLIC HEARING – BUDGET

(Still to be presented – minutes from the 4/14/09 meeting)

BUSINESS OFFICE

A budget summary, revenue ledger and transfer status report for March 2009.

Moved by _____, and seconded by_____, that the board of education approve and accept the:

Board Secretary's Report – Treasurer's Report - Certification
For February 2009

Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2009. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23-2.11 (a) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2009. The Treasurer's Report and Secretary's report are in agreement for the month of February 2009 Board Secretary in accordance with N.J.A.C. 6A: 23 - 2.11 (a) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification – pursuant to N.J.A.C. 6A: 23 – 2.11 (a) 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: 23 – 2.11 (a) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

PAYMENTS

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

P 45	EFT – to Agency Account To cover retirement funding payment	$24,266.00
P 46	April Bill Run	$206,772.71

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:

11 401 100 800 Co-curricular other objects	33.00	11 401 100 500 Co curricular purchase of services	33.00
11 000 230 339 Purchase of professional services	300.00	11 000 230 530 Communications and Telephones	300.00
11 000 219 320 Students Special – purchase of services	50.00	11 000 240 105 Salaries – school secretary	50.00
11 000 251 330 Technology – purchases of services	300.00	11 000 240 105 Salaries – school secretary	300.00

Joint Purchasing Agreement for Paper – 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 2009-2010 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 2009-2010 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 2009-2010 tuition agreement with Pennsauken Board of Education as follows:

Effective September 2009 through June 30, 2010
To provide educational services to Merchantville Students

With a tuition-in rate of $9,134.00 per student - For seventy (70) students
Contract total…. $639,380.

Archway Just Kids Program Contract
It is recommended that the Board of Education approve to enter into a 2009-2010 Contract with Archway Programs, Inc. – Just Kids – to provide childcare to children enrolled and attending school in Merchantville Borough. Terms and conditions are listed in the contract.

Porzio, Bromberg & Newman Contract
It is recommended that the Board of Education approve to enter into a professional services contract with Porzio, Bromberg and Newman for the 2009-2010 school year, on an as needed basis, and compensation rates as listed in the contract.

Set Cafeteria Prices for 2009-2010
It is recommended that the Board of Education approve to set the following prices for the cafeteria, effective September 2009.

	Currently	2009
Adult Lunch	$4.00	_____
Adult Breakfast	$1.75	_____
Student Lunch	$2.50	_____
Student Breakfast	$1.25	_____
Student Reduced Lunch	$ .40	_____
Student Reduced Breakfast	$ .30	_____

CHIEF SCHOOL ADMINISTRATOR'S REPORT
To be presented.

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.

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