MERCHANTVILLE BOARD OF EDUCATION AGENDA –
REORGANIZATION MEETING APRIL 27, 2010

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. Morrone _____ Mr. Doran _____ Mr. Kabel _____

Mr. Engelke _____ Mr. Barnett _____ Mrs. Hartson-Stine _____

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:

262	Votes	Mark Iannucci
277	Votes	Edward Bohn
263	Votes	Jennifer Perno

General Fund - $4,249.096.

YES	203
NO	210

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

EDWARD BOHN MARK IANNUCCI JENNIFER PERNO

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

MERCHANTVILLE BOARD OF EDUCATION AGENDA –
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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 27, 2010, 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 27, 2010, 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.

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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 27, 2010, until the Reorganization of the Board of Education, without competitive bidding:

1. **Auditor**
   (Currently – CPA Solutions, Inc.) _____
2. **Board Solicitor**
   (Currently - Leonard Wood,
   Wade, Long, Wood & Kennedy)
   _____
3. **School Physician**
   (Currently - Dr. Gooberman) _____
4. **Insurance Broker of Record**
   (Currently – Conner-Strong)
   _____
5. **Treasurer of School Funds**
   (Currently – Carin Haabak)
   _____
6. **Business Administrator**
   (Currently – William H. Thompson)
   _____
7. **Regulatory Services**
   (Currently –PARS Environmental)_____

8. Purchasing Agent

William Thompson

9. Architect of Record

(Currently -Lammey and Giorgio)

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 27, 2010, 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 11, 2010	May 25, 2010
June 8, 2010	June 22, 2010
July 13, 2010	July 27, 2010
August 10, 2010	August 24, 2010
September 14, 2010	September 28, 2010
October 12, 2010	October 26, 2010
November 09, 2010	November 23, 2010
December 14, 2010	
January 11, 2011	January 25, 2011
February 8, 2011	February 22, 2011
March 8, 2011	March 22, 2011
April 12, 2011	April 26, 2011

Election Day – Wednesday, April 27, 2011.

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.

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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 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 Teacher
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 2010 -2011 school year, effective July 1, 2010:

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

Establishment of Tuition-In Rate for the 2010/2011 School Years
It is recommended that the Board of Education establish a tuition-in rate for the 2010/2011 school year:

	2010 -2010	2010-2011
1st through 8th Grade	$3,500.00	_____

(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 – Held, pending borough decision regarding disbursements.

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, William H. Thompson, 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 William H. Thompson, 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 William H. Thompson's certification to the Director of the Division of Local Government Services.

I, William H. Thompson, 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 27, 2010.

_____

_____

_____

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

OLD BUSINESS

NEW BUSINESS

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

March 23, 2010
March 29, 2010 – Public Hearing on the Budget
April 13, 2010

BUSINESS OFFICE

A budget summary, revenue ledger and transfer status report for March 2010.

BOARDS' CERTIFICATION

Pursuant to **N.J.A.C. 6A: 23A-16.10 (c) 4**, the Merchantville Board of Education certifies that as of February, 2010 and March, 2010, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of **N.J.A.C. 6A: 23A-16.10(a) 1** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

BOARD SECRETARY'S CERTIFICATION

A Fund Summary and a Revenue Summary are attached.

Pursuant to **N.J.A.C. 6A: 23A-16.10(c) 3,** I certify that as of February, 2010 and March 2010, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Merchantville Board of Education pursuant to **N.J.S.A. 18A: 22-8.1** and **N.J.S.A. 18A: 22-8.2** and no budgetary line item account has been over-expended in violation of **N.J.A.C. 6:23A-16.10(a) 1.**

Add to the Board Secretary's Certification when reporting changes in anticipated revenue.

In accordance with **N.J.A.C. 6A: 23A-16.10 (c) 2**, it is certified that anticipated revenue has not changed for the months ending February 2010 and March 2010.

PAYMENTS

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

P51	Payments deducted from state aid	$20,139.20
P 52	Adjustment to payments deducted from state aid	-$9,043.10
P 54	Tuition Payments	$20,139.20
P 55	March 31, 2010 Payroll	$160,148.51
P 57	April 15, 2010 Payroll	$161,711.94

TRANSFERS

It is recommended that the board of education accept the recommendation of the chief school administrator, and approve the following transfer of funds for February and March 2010:

11 000 262 420 Building Maintenance	4,000.00	11 000 262 622 Energy - Electric	4,000.00
11 000 262 621 Energy - gas	8,000.00	11 000 262 622 Energy - Electric	8,000.00
11 000 270 517 Transportation – Regular Ed. - ESC	5,000.00	11 000 262 622 Energy – Electric	5,000.00
11 000 270 518 Transportation – Special Ed. – ESC	4,500.00	11 000 262 622 Energy – Electric	4,500.00
11 000 261 420 Building Maintenance	500.00	11 000 261 610 Custodial - supplies	500.00
11 190 100 610 General Supplies	1,200.00	11 190 100 320 Purchase of Services	1,200.00
11 190 100 610 General Supplies	25.00	11 000 213 600 Supplies – Health Services	25.00
11 000 230 339 Accountants	100.00	11 000 230 340 Computerized staff attendance	100.00
11 000 216 320 Contracted services – o/t, p/t and speech	1,800.00	11 240 100 320 Purchases of educational services	1,000.00
		11 000 219 320 Purchase Services – medical	800.00
11 190 100 610 General Supplies	50.00	11 000 213 600 Supplies – Health Services	50.00

Interschool Athletic Program - Held, pending co-curricular funding resolution.

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 2010 -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 2010 -2010 tuition agreement with Pennsauken High School:

Effective September 2010 through June 30, 2011
To provide educational services to Merchantville Students
At a cost of $9,335.00 per student - For sixty-five (65) students
Contract total: $606,775.00.

Contract with Camden County Educational Services Commission for Consulting Services
It is recommended that the Board of Education approve to enter into a contract with CCESC to provide services on an as needed basis, for Evaluation Meetings and eligibility conferences. Contract terms are from April 15, 2010 to June 30, 2010.

Archway Just Kids Program Contract
It is recommended that the Board of Education approve to enter into a 2010-2011 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 2010-2011 school year, on an as needed basis, and compensation rates as listed in the contract.

Set Cafeteria Prices for 2010-2011
It is recommended that the Board of Education approve to set the following prices for the cafeteria, effective September 2010.

	Currently	2010
Adult Lunch	$4.00	_____
Adult Breakfast	$1.75	_____

Student Lunch	$2.50	_____
Student Breakfast	$1.25	_____
Student Reduced Lunch	$ .40	_____
Student Reduced Breakfast	$ .30	_____

A. Chief School Administrator Report

RECOMMENDED That the Board of Education approve the recommendation of the Chief School Administrator to support homebound instruction services for a third grade student enrolled at Princeton House. The duration of the services shall be approximately four weeks beginning April 13, 2010 at the hourly rate of $33.25.

RECOMMENDED That the Board of Education approve the recommendation of the Chief School Administrator to grant a medical leave to Ms. Debra Wurster, under the Federal Family Medical Leave Act to begin on or about April 20, 2010 for an estimated duration of four weeks.

RECOMMENDED That the Board of Education approve the following Field Trips:

Brandywine Battlefield	- 31 Students
(4th Grade Art-A-Facts Trip)	- 2 Teachers
April, 2010	- 5 Chaperons
Naturalist Club	- 30 Students
(Camping Trip)	- 2 Teachers
May, 2010	- 4 Chaperons
Franklin Institute	- 41 Students
(3rd Grade Field Trip)	- 2 Teachers
May, 2010	- 6 Chaperons
Adventure Aquarium	- 36 Students
(7th Grade Field Trip)	- 3 Teachers
May, 2010	- 3 Chaperons
Wheaton Village	- 31 Students
(4th Grade Field Trip)	- 2 Teachers
May, 2010	- 6 Chaperons

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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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