MERCHANTVILLE BOARD OF EDUCATION AGENDA –
REORGANIZATION MEETING MAY 10, 2011

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. Iannucci	_____	Mr. Bohn	_____	Mrs. Perno	_____
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:

210	Votes	Stephen Morrone
200	Votes	Henry Kabel
160	Votes	Terrence Doran

General Fund - $3,838,282.

172	Yes	Votes
89	No	Votes

SWEARING IN OF RE-ELECTED BOARD OF EDUCATION MEMBERS

Terrence Doran Henry Kabel Stephen Morrone

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

(DISTRIBUTED)

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 May 10, 2011, 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 May 10, 2011, 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 –
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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 May 10, 2011, 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. **Business Administrator**
   (Currently – William H. Thompson)
   _____
6. **Regulatory Services**
   (Currently –PARS Environmental)_____
7. **Purchasing Agent**
   (Currently, William Thompson) _____

8. 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, May 10, 2011, 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 10, 2011	May 24, 2011
June 14, 2011	June 28, 2011
July 12, 2011	July 26, 2011
August 09, 2011	August 23, 2011
September 13, 2011	September 27, 2011
October 11, 2011	October 25, 2011
November 08, 2011	November 22,2011
December 13, 2011	
January 10, 2012	January 24, 2012
February 14, 2012	February 28, 2012
March 13, 2012	March 27, 2012
April 10, 2012	April 24, 2012

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 (3 signatures required)
591 002752	Payroll/Agency	Board Secretary Business Administrator (1 signature required)
4 282015943	Payroll/Salary	Board Secretary (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 - PARS Environmental
ADA Coordinator	Currently- CSA
Official Bargaining Units	Currently – Merchantville Education Association
Open Public Record Agent	Currently – Board Secretary
Student Records	Currently –Social Worker
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 2011 -2012 school year, effective July 1, 2011:

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

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 quarterly tax scheduled payments submitted by the borough as follows:

May 2011 – August 2011 – November 2011 – February 2012

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 May 10, 2011.

_____

_____

_____

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.

INFORMATION ITEMS

UPCOMING EVENTS:

Thru May 18th	NJASK Testing and make-up days
May 10th & 11th	2nd Grade Play?
May 13th	PTA Movie Night
May 16th – 20th	Teachers' Appreciation Day
May 24th	BOE Meeting

FOR A COMPLETE LIST OF ALL THE DISTRICT'S ACTIVITES, CHECK THE WEB PAGE.

COMMUNICATIONS

UNFINISHED BUSINESS
School Choice Update

Send/Receive Issue

Education Issue

Merchantville Moving Forward Committee

2011-2012 School Calendar

MERCHANTVILLE BOARD OF EDUCATION AGENDA –
REORGANIZATION MEETING MAY 10, 2011

NEW BUSINESS
Mr. Bohn – Discussion – stipend for a parent.

MINUTES
It is recommended that the board of education approve the regular and closed session minutes for the following meetings: April 12, 2011

BUSINESS OFFICE

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

P 47	April Bill Run	$240,235.16
P 48	April 30th Payroll	$142,848.73

Pgs._____

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 April 2011:

FROM ACCOUNT	AMOUNT	TO ACCOUNT	AMOUNT
11 150 100 500 Home Instruction – purchases of services	150.00	11 150 100 320 Home Instruction – contracted instruction	150.00
11 000 213 500 Health Services – purchases of services	1040.00	11 000 213 100A Health Services – Substitute nurses	1000.00
		11 000 213 600 Health Services - supplies	40.00
11 000 240 300 School Administration – Professional & Tech. Services	200.00	11 000 230 530 School Administration – Communications	200.00
11 190 100 500 Regular Instruction – Purchases of Services	2000.00	11 000 230 339 Gen'l Administration Purchases of Services – Negotiator	1000.00
		11 000 230 590 Gen'l Administration – Election Fees	1000.00

Interschool Athletic Program **-** It is recommended that the board of education approve the district's membership in the Camden County Elementary League for sports activities.

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 2011 -2012 school year.

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

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 2011 -2012 tuition agreement with Pennsauken High School:

Effective September 2011 through June 30, 2012
To provide educational services to Merchantville Students
At a cost of $9,434.00 per student - For fifty-five (55) students
Contract total: $518,870.00.

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 2011-2012 school year, on an as needed basis, and compensation rates as listed in the contract.

Set Cafeteria Prices for 2011-2012 - It is recommended that the Board of Education approve to set the following prices for the cafeteria, effective September 2011.

	Currently	2011-2012
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 ADMINISTRATION REPORT

(#1) BACKGROUND The Chief School Administrator is required to annually recommend the appointment and / or re-appointment of appropriate personnel to the Board of Education for the following school year.

RECOMMENDED That the Board of Education approve the recommendation of the Chief School Administrator to appoint / re-appoint all professional / support staff for the 2011 – 2012 school year per the attached sheet.
Action of the Board _____

(#2) BACKGROUND The calendar for school year 2011 – 2012 must be reviewed and approved by the Board of Education for submission to the County Office of Education, and subsequently to our community at large.

RECOMMENDED That the Board of Education approve the recommendation of the Chief School Administrator regarding the school calendar for school year 2011 – 2012, as presented.
Action of the Board _____

(#3) BACKGROUND Dr. Robert Lehrer, our part-time School Psychologist, has submitted a Letter of Resignation to the Chief School Administrator and members of the Child Study Team.

RECOMMENDED That the Board of Education approve the recommendation of the Chief School Administrator and members of the Child Study Team to accept Dr. Robert Lehrer's Letter of Resignation, effective June 30, 2011 – with regrets.
Action of the Board _____

(#4) BACKGROUND Consistent with past practice, the following Field Trips are presented for approval by the Board of Education. Transportation will be funded through the Marie J. Carroll Foundation.

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

Tinnicum Park	- 30 Students
(Naturalist Club)	- 2 Teachers
May, 2010	- 3 Chaperons

Ground For Sculpture	- 33 Students
(2nd Grade Art-A-Facts Trip)	- 3 Teachers
May, 2010	- 4 Chaperons
Wizard of Oz	- 45 Students
(1st Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 6 Chaperons
Wheaton Village	- 37 Students
(4th Grade Field Trip)	- 2 Teachers
May, 2010	- 8 Chaperon
Fort Mifflin	- 32 Students
(8th Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 4 Chaperons
Adventure Aquarium	- 38 Students
(7th Grade Field Trip)	- 2 Teachers
May, 2010	- 6 Chaperon
Philadelphia Museum of Art	- 34 Students
(3rd Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 8 Chaperons
Font Hill / Mercer Museum	- 30 Students
(5th Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 4 Chaperon
Liberty State Park	- 31 Students
(6th Grade Field Trip)	- 2 Teachers
May, 2010	- 5 Chaperon
Learn-to-Swim Program	- 30 Students
(6th Grade)	- 2 Teachers
June, 2010	- 0 Chaperon
Student Council / NJHS	- 27 Students
(Field Trip)	- 4 Teachers
June, 2010	- 0 Chaperon
Playdome (DARE Graduation)	- 31 Students
(5th Grade Field Trip)	- 2 Teachers
June, 2010	- 0 Chaperon
Band & Choir	- 60 Students
(Field Trip)	- 2 Teachers
June, 2010	- 8 Chaperons

Please Touch Museum	- 34 Students
(Kindergarten Field Trip)	- 3 Teachers
June, 2010	- 5 Chaperons

Action of the Board _____

Approve Summer Music Program – Moved by Mr. Barnett, and seconded by Mr. Morrone*,* that the board of education approve the 2011 – Summer Music Program funded by the Marie J. Carroll Foundation, at a cost of $1,500.00.
Dates and times - June 27, 2011 to July 14, 2011, from 9:00 a.m. to 12:00 p.m.
Approved by unanimous voice vote.

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.

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