MERCHANTVILLE BOARD OF EDUCATION REORGANICATION AND REGULAR BOARD MEETING PUBLIC AGENDA

January 7, 2014

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 of this meeting to be published by having the date, time, and place thereof posted in The Retrospect, Borough Hall, Merchantville School and the Reading Center at Merchantville School .

ROLL CALL

Mrs. Stocker	Mr. Morgan	Mrs. Perno
Mr. Morrone	Mr. Honigfeld	Mr. Kabel
Ms. Engelke		Ms. Fuentes

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.

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.

SWEARING IN OF RE-ELECTED BOARD OF EDUCATION MEMBERS

Mrs. Perno and Mrs. Stocker

CODE OF ETHICS

(Distribute, sign and return.)

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 January 7, 2014, 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.

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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 January 3, 2013, 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.

AUDIT PRESENTATION

Mrs. Frances Sperling, St. Clair, CPA's P.C., will present the 2012-2013 school year audit.

Motion to approve and accept the audit.

Motion to approve the corrective action plan.

REORGANIZATION APPROVALS

Ad Hoc Committee's Suggested Meeting Dates for 2014: Jan 7, 28, Feb 11, 25, Mar 11, 28, Apr 8, May 13, 20, June 10, 24, July 22, Aug 26, Sept 9, 23, Oct 14, 28, Nov 11, 24, Dec 9

All Action Meetings. No meetings on the following dates: April 22nd, July 8th, August 23, and December 23rd.

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 meeting 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

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To appoint a board member to serve as a liaison for the following:

Camden County Educational Services Commission
Pennsauken Board of Education
Merchantville County Library

To determine the committees and appoint the members to the various committees.

REGULAR BOARD AGENDA

COMMUNICATIONS
Copy of the Porzio, Bromberg and Newman P.C. payment agreement.

UNFINISHED BUSINESS
To approve:

- The Shared Services Agreement by/and between the Camden Improvement Authority and the Borough of Merchantville for the Implementation of the ESIP (Energy Improvement Savings Projects) to provide these to the Merchantville Board of Education with an effective signing date of December 10, 2013.

- Update on the send/receive litigation.

NEW BUSINESS

CSA REPORT

- Monthly Reports

CSA Recommendations

(1) **RECOMMEND** that the Board of Education approve the recommendation of the Chief School Administrator for attendance at the following Professional Development Workshops:

Attendee	Event	Place of Event	Date	Cost
Kelly Cook	Outstanding Tech Projects to Enhance Learning Content	Cherry Hill, NJ	Jan 10, 2014	$229 + substitute
Caren Batterman	Intervention Strategies to Help Young Children with Developmental Problems and Challenging Behaviors	Voorhees, NJ	Jan 13, 2014	$229 + substitute
Kara Temeles & Debra Wurster	Powerful Interactions: Using Intentional Teaching in the Inclusive Pre-School Classroom	Mullica Hill, NJ	Jan 15, 2014 & Feb 25, 2014	$0 Substitutes
Ellen Franolich	2014 Conference for New Jersey Kindergarten Teachers	Atlantic City, NJ	Feb 24, 2014	$230 + substitute

(2) **RECOMMEND** that the Board of Education approve the finalized evaluation of the Chief School Administrator's Annual Review that was completed on November 26, 2013.

(3) **RECOMMEND** that the Board of Education approve the written request submitted by Alicia Lord, part-time special education teacher, requesting a maternity leave, utilizing banked sick days and then FMLA, beginning February 24, 2014 and returning April 14, 2014.

(4) **RECOMMEND** that the Board of Education approve the second reading and adoption of the policies listed below in the 2000 series. The following policies have updates:

2240: Research, Evaluation and Planning
2255: Action Planning for Thorough and Efficient Certification

*****All other 2000 policies and policy 1330 have been appropriately reviewed.

(5) **RECOMMEND** that the Board of Education approve the first reading of the policies listed below in the 3000 series. The following policies have updates:

3100:	Budget Planning, Preparation and Adoption
3160:	Transfer of Funds Between Line Items/Amendments/Purchases not Budgeted
3220/3230:	State Funds / Federal Funds
3250:	Income from Fees, Fines, Charges
3260/3270:	Sale and Disposal of Books, Equipment and Supplies/Sale, Licensing and Rental of Property
3280:	Gifts, Grants and Bequests
3320:	Purchasing Procedures
3400:	Accounts
3440:	Inventories
3450:	Monies in School Buildings
3453:	School Activity Funds
3516:	Safety
3541.1:	Transportation Routes and Services
3541.3:	Non-School Use of District Owned Vehicles
3542:	Food Service
3541.1:	Local Wellness / Nutrition Policy
3542.31:	Free or Reduced-Price Lunches / Milk
3542.44:	Purchasing
3571.4:	Audit

(6) **RECOMMEND** that the Board of Education approve the recommendation of the Chief School Administrator to approve a student (School ID # 9361) for homebound instruction starting January 6, 2014, and continuing through February 28, 2014, for up to 10 hours a week, as per state code.

Informational Use of Facilities -

Group	Event	Times	Dates	Facility
Merchantville PTA	Holiday Shop	8:30 – 2:45	Dec 6 – Dec 13, 2013	Downstairs Teachers Lounge

Approve Minutes – It is recommended that the board of education approve the following minutes:

November 12, 2013 and November 26, 2013 Meetings

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Business Office

1. Approve Financial Reports as listed below:

Board Secretary Financial, Revenue and Treasurer's Reports

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2013. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 © 3, and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

B. Treasurer's Report in accordance with 18A:17-36 and 18A: 17-9 for the month of November 2013. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2013.

C. Board Secretary in accordance with N.J.A.C. 6A:23A – 16-10 © 2 certifies that there are no changes in anticipated revenue amount or revenue sources.

D. Board of Education Certification – pursuant to N.J.A. C. 6A:23A-16.10 © 4 – We certify that after review of the secretary's monthly financial report (appropriations section), and upon consultations with the appropriate district officials, that to the best of our knowledge no major accounts for funds have been over expended in violation of N.J.A. C. 6A:23A – 16.10 (b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2. Approve Payments

P 30	November Payroll	154,574.37
P 31	Debits from State Aid, Phone Lease, Service Charges and Return of non public grant funds to the state	126,510.95
P 32	December Payroll	151,050.52
P 33	December Bill Run	494,919.50

3. Approve Transfers

4. Approve the following contracts

Vendor	Description	Time Frame	Fees	Notes
Hi-Nella School District	Shared Services for Building and Maintenance Personnel	January 1, 2014 To June 30, 2014	$9,220.00 per month $18,440.00 Total	Agreement lists multiple services –we are only using the maintenance personnel
Newfield Board of Education	Shared Services for Electrical Maintenance	December 17, 2013 To June 30, 2014	Per hour fees: Supervisor - $95.00 Electrical Technician - $95.00 Maintenance Technician $60.00	Shared service agreement needed to be billed at reduced electrical rates

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AUDIENCE PARTICIPATION

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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_____. This session is expected to last for approximately_____minutes. 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

ADJOURNMENT