MERCHANTVILLE BOARD OF EDUCATION MINUTES – MAY 13, 2008

The Regular Meeting of the Merchantville Board of Education was held on Tuesday, May 13, 2008, at 7:30p.m. in the Reading Center at Merchantville School.

CALL TO ORDER

The board president, Mr. Steve Morrone, called the meeting to order at 7:30P.M. at which time the following statement was read:

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.

Members Present: Mr. Loue, Mr. Honigfeld, Mr. Bohn, Mr. Velten, Mrs. Hartson-Stine, Mr. Kabel, Mr. Doran, Mr. Morrone and Mrs. Perno

Members Absent:

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. Henry Bermann, RSBA/Board Secretary (7:50 p.m.)
Mrs. Jean Grubb, SCSSSD Official
Ms. Loretta Mansolino, Recording Secretary

The board president let the board in the pledge to the flag.

Mr. Paul Finnegan, Glenwood Avenue, advised that the athletic director at Camden Catholic High School wants to work with the district to make improvements at the field. The Buildings and Grounds Committee will handle this project.

Mrs. Brouse, Mrs. Carfagno and Mrs. Scarfo, discussed the auditorium project.
Items mentioned for a long-term project that would cost approximately $100,000 included:
Floor repairs, installation of donated chairs, new carpeting, air conditioning, upgrades to the lighting and the sound system.

Sources of funding:
Alumni Associations, auctioning of existing chairs, donors and sponsors

Mr. Gerichter, Edvocate Group, presented the cafeteria update and the April 2008 financials. The lack of the ability to purchase commodities increased the district's losses. Mr. Gerichter will talk to Sodexho regarding the contract language and the district's losses.

Request received and approved for Mrs. Van Sciver to take a graduate course at Rutgers University in June 2008.

Porzio contract distributed for review.

OLD BUSINESS

Copy of the official election results is attached.
Pgs._____

DEFEATED BUDGET
COUNCIL BUDGET RESOLUTION

COUNCIL BUDGET RESOLUTION

Moved by Mr. Alloway, and seconded by Mr. Volkert, for the Merchantville Borough Council to recommend further cuts to the Merchantville School District's base budget for school year 2008-2009 in the amount of $20,155.00. Specific line item reductions are as follows:

Account #	Description	Amount
11 120 100 101	Salaries 1-5	$ 5,000.00
11 130 100 101	Salaries 6-8	$15,155.00

Total Tax Reduction: $20,155.00

Mr. Perno chose to recluse himself from any discussion and from the vote.

Roll Call Vote:
Ayes (5) Mr. Alloway, Mr. Volkert, Mrs. Fields, Mr. Brunton, and Mr. Waldron
Noes (0) Motion Carries.
Pgs._____

MOTION NOT TO APPEAL BUDGET CUTS MADE BY BOROUGH

Moved by Mr. Honigfeld, and seconded by Mr. Doran, for the board of education to agree not to appeal the Borough Council's cuts to the 2008-2009-school budget totaling $20,155.00.
Roll call vote:
Ayes (9) Noes (0) Abstain (0) Motion carries.

SCHOOL BUDGET RESOLUTION

SCHOOL BUDGET RESOLUTION

Moved by Mr. Doran, and seconded by Mr. Velten, that the Board of Education approve and adopt, by roll call vote, the Resolution for the Borough of Merchantville, including the budget reduction of $20,155, determining and certifying amounts to be raised for school taxes for the 2008-2009 school year, and the resolution to submit the 2008-2009 school district budget to the county:

BE IT RESOLVED to approve a 2008-2009 school district budget for submission to the county as follows:

	Budget	Local Tax Levy
General Fund	$6,095,940	$4,056,997
Special Revenue Fund	$ 549,261	$ -- 0 --
Debt Service Fund	$ 355,659	$ 355,137
Other	$ -	
Total Base Budget	$7,000,860	$4,412,134

This resolution represents an adjustment in the general fund as follows:

BUDGET ADJUSTMENTS

Account #	Account name	Amount		Final Amount
10-303	Budgeted Fund Balance	$20,155.	Increase	$ 148,192.
10-1210	Local Tax Levy	$20,155.	Decrease	$4,056,997.

Roll call vote:
Ayes (9) Mr. Honigfeld, Mr. Bohn, Mr. Velten, Mrs. Hartson-Stine, Mr. Kabel, Mr. Doran, Mrs. Perno, Mr. Loue and Mr. Morrone
Noes (0) Abstain (0) Motion carries.

APPROVE AFTER SCHOOL PROGRAMS

Moved by Mr. Bohn, and seconded by Mr. Honigfeld, that the board of education approve the following after school programs. These programs are at no cost to the district:

Field Hockey Camp
April – May 2008
3:15 p.m. – 5:00 p.m. (approx.)
At the Athletic Field
Supervised by Ms. Lauren North

Basketball Camp
May 2008
3:15 p.m. to 5:00 p.m. (approx.)
School's gym
Supervised by Mr. Ryan Fields

Approved by unanimously voice vote.

APPOINTMENTS AND DESIGNATIONS

AWARDING CONTRACTS

Resolution - Awarding Contracts
Moved by Mr. Kabel, and seconded by Mr. Doran, to approve the resolution authorizing the awarding of contracts for "professional services" for a one-year term commencing April 22, 2008, until the Reorganization of the Board of Education, without competitive bidding:

Auditor
(Currently – CPA Solutions, Inc.) _____

School Physician
(Currently - Dr. Bruce Gooberman)
_____

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

Architect of Record
(Currently, Garrison Architect _____
and Lammey and Giorgio)

ARCHITECT

Moved by Mr. Kabel, and seconded by Mr. Doran, to amend the original above motion with the following change:

Architect of Record
Lammey and Giorgio and Garrison Architect.

Approved by unanimous voice vote.

TREASURER

Moved by Mr. Kabel, and seconded by Mr. Doran, to amend the original above listed motion to include:

Treasurer of School Funds
(Currently - Jeannie Scott)

REGULATORY SERVICES

Approved by unanimous voice vote.

Moved by Mr. Kabel, and seconded by Mr. Doran, to amend the original above listed motion to include.

Regulatory Services

PURCHASING AGENT

(Currently –PARS Environmental)_____

Approved by unanimous voice vote.

Moved by Mr. Kabel, and seconded by Mr. Doran, to amend the original above listed motion to include:

Purchasing Agent

AWARD

(Currently – Henry Bermann)_____

Approved by unanimous voice vote.

CONTRACTS

Moved by Mr. Kabel, and seconded by Mr. Doran, to approve the resolution authorizing the awarding of contracts for “professional services” for a one-year term commencing April 22, 2008, until the Reorganization of the Board of Education, without competitive bidding:

Auditor
CPA Solutions, Inc.

School Physician
Dr. Bruce Gooberman

Insurance Broker of Record
Commerce Insurance Services /The Porch Agency Inc.

Treasurer of School Funds
Jeannie Scott

Regulatory Services
PARS Environmental

Purchasing Agent
Henry Bermann

AWARD CONTRACTS

Architect of Record
Lammey and Giorgio
Garrison Architect

Roll call vote:
Ayes (9) Mr. Honigfeld, Mr. Bohn, Mr. Velten, Mrs. Hartson-Stine, Mr. Kabel, Mr. Doran, Mrs. Perno, Mr. Loue, and Mr. Morrone
Noes (0) Abstain (0) Motion carries.

Establishment of Tuition-In Rate for the 2008/2009 School Years
Moved by Mr. Loue, and seconded by Mrs. Perno, that the Board of Education approve to establish a tuition-in rate for the 2008/2009 school year:

ESTABLISH TUITION-IN FOR 2008/2009 SY

Kindergarten to 8th Grade $3,200.00
Approved by unanimous voice vote.

Appointment of a Qualified District Purchasing Agent

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

APPT. PURCHASING AGENT

USE OF STATE CONTRACTS

Moved by Mr. Velten, and seconded by Mrs. Hartson-Stine, 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 May 13, 2008.
Approved by unanimous voice vote.

Pending: Joint Purchasing Agreement for Paper and Business Services Agreement

NEW BUSINESS
Advertising in *The Trend* for tuition-in students.
Having a table with school information and an open house at the school during the Annual Borough Birthday Celebration was referred to the Community Relations Committee for consideration.

COMMITTEES

Buildings and Grounds
Committee met and discussed the following:

Proposal to clean the exterior portions of the windows
Proposal to clean and recoat the gymnasium floor
Request from Green Tech Energy Services to design and implement energy-saving lighting upgrades
Replacement of the trash bins
The request to install window air conditioners in some of the classrooms is still pending.

Carroll Will
Committee met and discussed the following:

Anticipated budget amount
Requests for programs are being reviewed
Trustee Meeting date has not been set

Community Relations
Mrs. Perno will be scheduling a committee meeting to discuss articles for the Borough Newsletter.

APPROVE PURCAHSE OF PROMO-TIONAL ITEM

Moved by Mr. Honigfeld, and second by Mr. Doran, that the board of education approve to purchase a promotional item for the "Welcome Kit" distributed to new community members by the Borough.
Approved by unanimous voice vote.

Personnel
Held for closed session.

Planning
RFP for school auditor – place a legal ad and advise that copies of the specs are available in the business office.

APPOINT SOLICITOR

Moved by Mr. Velten, and seconded by Mrs. Hartson-Stine, for the board of education to approve a resolution authorizing the awarding of a contract for "professional services" for a one-year term commencing April 22, 2008, until the Reorganization of the Board of Education, without competitive bidding for the following:

Board Solicitor - Gary Wodlinger, Esquire
Lipman, Antonelli, Batt, Dunlap, Wodlinger and Gilson, P.C.

Roll Call Vote:
Ayes (8) Noes (1) Mr. Loue Abstain (0) Motion carries.

Policy

APPROVE MISSION STATEMENT

Moved by Mrs. Hartson-Stine, and seconded by Mr. Velten, that the board of education approve the following "Mission Statement" and to post this statement on the district's web page.

Mission Statement

The Merchantville School District, committed to quality and excellence, will provide a broad-based education, which is responsive to the needs of all students. Working with the community, the district shall:

- Offer a wide range of academic experiences that encourages all students to meet their potential and prepares them to meet the New Jersey Core Curriculum Content Standards

- Foster a respect for self and others
- Encourage personal, social, and civic responsibility
- Develop a continuing interest in self-improvement in all areas
- Create an environment that encourages a desire for successful learning
- Generate an enthusiasm for life-long learning

Approved by unanimous voice vote.

Moved by Mrs. Hartson-Stine, and seconded by Mr. Velten, that the board of education approve the first reading of Policy #3541.31 Version A – Privately Owned Vehicles.

APPROVE 1ST READING POLICY #3541.31 A

PRIVATELY OWNED VEHICLES

File Code	:	3541.31
Proposed	:	05/13/08
Adopted	:	
Reviewed	:	
Revised	:	

All student transportation to and from school-related activities must be in vehicles provided by the Merchantville School District. The only exception is that their own parent and/or legal guardian may transport students if a signed statement is on file with school administration prior to the event.
Approved by unanimous voice vote.

Library
Meeting on Thursday, May 15, 2008. Installation of camera will be discussed.

CCESC
Mrs. Perno received a letter regarding the Reorganization Meeting.

APPROVE PAYMENTS

BUSINESS OFFICE

Moved by Mrs. Perno, and seconded by Mr. Kabel, that the board of education approve the following payments:

P 51	April bill run	$229,664.96
P 52	Tuitions deducted from state aid – 3/08	8,221.70
P 53	Tuitions deducted from state aid – 4/08	8,221.70
P 54	Payroll – 4/15	146,882.51
P 55	April bill run	201,921.26
P 57	Payroll – 4/30	150,590.14
P 58	May bill run	123,075.79

Approved by unanimous voice vote.
Pgs._____

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Moved by Mrs. Perno, and seconded by Mr. Kabel, that the board of education approve the following travel requests..

Name	Date	Location	Event	Purpose	Amount	Code
Morrone, Steve	6/20 & 6/21/2008	Plainsboro, NJ	Leadership Conference	Development	$500.00	1
Loue, Russell	6/20 & 6/21/2008	Plainsboro, NJ	Leadership Conference	Development	$500.00	1

Approved by unanimous voice vote.

APPROVE TRAVEL

Moved by Mr. Honigfeld, and seconded by Mr. Bohn, that the board of education approve to void and reissue the following check:

VOID AND RE-ISSUE CK. #44289

Ck. #44289 4/23/08 $3,420.00 Mill Creek School

Approved by unanimous voice vote.

Moved by Mr. Doran, and seconded by Mr. Velten, 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. 9:40 p.m.

ENTER CLOSED SESSION

Approved by unanimous voice vote.

Members Present: Mr. Loue, Mr. Honigfeld, Mr. Bohn, Mr. Velten, Mrs. Hartson-Stine, Mr. Kabel, Mr. Doran, Mr. Morrone and Mrs. Perno

Members Absent:

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. Henry Bermann, RSBA/Board Secretary (7:50 p.m.)
Ms. Loretta Mansolino, Recording Secretary

Topic Discussed:

Negotiation Issues

- Meetings
- Guardian Prescription Plan
- Transfer of Prescription Plan
- Sidebar Agreement – possible options for Retirements

Moved by Mr. Velten, and seconded by Mrs. Hartson-Stine, for the board of education to approve to return to open session. 10:00 p.m.

RETURN TO OPEN SESSION

Approved by unanimous voice vote.

Termination of the prescription plan provided through the Grinspec Group is pending. Replacement coverage must be in place first.

Uses of Facilities forms were presented.

ADJOURN

Moved by Mr. Doran, and seconded by Mr. Loue, for the board of education to approve to adjourn this meeting. 10:02 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary

MERCHANTVILLE BOARD OF EDUCATION MINUTES – MAY 13, 2008