MERCHANTVILLE BOARD OF EDUCATION MINUTES – JUNE 24, 2008

The Regular Meeting of the Merchantville Board of Education was held on Tuesday, June 24, 2008, at 7:50 p.m. in the Reading Center at Merchantville School.

The board president, Mr. Steve Morrone, called the meeting to order at 7:50 p.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. Bohn (8:10 p.m.), Mrs. Hartson-Stine (7:50 p.m.), Mr. Morrone, Mrs. Perno and Mr. Honigfeld

Members Absent: Mr. Doran, Mr. Kabel, and Mr. Velten

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

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

No open public comment.

Copy of the 2008-2009 Debt Service State Aid payment schedule was given to all board members.

Proposals for a District Solicitor – Representatives from two law firms will be contacted for interviews: Parker-McCay and Wade, Long, Wood, and Kennedy.

Moved by Mr. Bohn, and seconded by Mr. Honigfeld, that the board of education approve the Agreement between the Merchantville Education Association and the Merchantville Board of Education dated July 1, 2008 to June 30, 2011 with the attached teachers' salary guides.
No action taken.

APPROVE 2008-2011 MEA AND BOE AGREEMENT

Amended to:
Moved by Mr. Bohn, and seconded by Mr. Honigfeld, that the board of education approve the Agreement between the Merchantville Education Association and the Merchantville Board of Education dated July 1, 2008 to June 30, 2011 with the attached teachers' and support staff salary guides, and pending ratification by the MEA members.
Approved by unanimous voice vote.

APPROVE MINUTES 4-27-08 AND 6-10-08

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

April 27, 2008 and June 10, 2008

Approved by unanimous voice vote.

BUSINESS OFFICE

The April 2008 Revenue Summary was given to all board members.

APPROVE APRIL 2008 AND MAY 2008 FINANCIAL REPORTS

Moved by Mrs. Hartson-Stine, and seconded by Mr. Loue, that the board of education approve and accept the:

Board Secretary's Report – Treasurer's Report - Certification
For April 2008

Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2008. 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 April 2008. The Treasurer's Report and Secretary's report are in agreement for the Month of April 2008 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.

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Henry Bermann, RSBA Date

Approved by unanimous voice vote.

The May 2008 Revenue Summary was given to all board members.

Moved by Mr. Honigfeld, and seconded by Mr. Loue, that the board of education approve and accept the:

Board Secretary's Report – Treasurer's Report - Certification
For May 2008

Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of May 2008. 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 May 2008. The Treasurer's Report and Secretary's report are in agreement for the Month of May 2008 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.

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Henry Bermann, RSBA Date

Approved by unanimous voice vote.

Moved by Mrs. Hartson-Stine, and seconded by Mr. Loue, that the board of education approve the following payments:

APPROVE PAYMENTS

P 67	1st June bill run	162,641.54
P 68	6-13 Payroll	151,615.29
P 69	6-13 Payroll	3,234.34
P 70	2nd June bill run	130,889.53

Approved by unanimous voice vote.

Moved by Mrs. Hartson-Stine, and seconded by Mr. Loue, that the board of education approve the recommendation of the Chief School Administrator, and approve the following transfers effective June 2008.

APPROVE TRANSFERS

11 000 291 270 Employee Health Benefits	5,678.00	11 000 291 220 Employer's Social Security Account	3,928.00
		11 000 262 100 Salaries – aides	600.00
		11 000 213 600 Health Services – supplies	450.00
		11 000 230 100 Central Adm. - salaries	700.00
11 000 240 500 School Adm. –other purchases of services	70.00	11 000 240 600 School supply account	70.00
11 000 217 320 Extraordinary services – purchase of services	50.00	11 000 217 100 Extraordinary services – salaries	50.00
11 190 100 500 Regular program – other purchase of	700.00	11 190 100 340 Regular programs – purchase tech services	700.00

services			
11 000 230 339 Support – other professional services	150.00	11 00 230 530 Communications account	150.00
11 000 262 620 Energy	2,500.00	11 000 262 610 Custodial supply account	2,500.00

Approved by unanimous voice vote.

APPROVE TO VOID AND REISSUE CK. 44267

Moved by Mrs. Hartson-Stine, and seconded by Mr. Loue, that the board of education approve to void and reissue:

Check #44267 - $507.50 – 10/2007 – CPA Solutions

(Vendor never received the check.)

Approved by unanimous voice vote.

APPROVE TO PARTIC-IPATE IN DENTAL TRUST FOR ONE YEAR

Moved by Mr. Loue, and seconded by Mrs. Perno, that the board of education approve to participate in the Grinspec Group Insurance Trust for the policy period beginning 7/1/08 to 6/30/09 for the district's dental insurance program. And, to approve the one-year addendum with rates listed.

COVERAGE	MONTHLY RATES
Single	$32.96
Parent/Child	$56.02
Husband and Wife	$56.02
Family	$86.17

Approved by unanimous voice vote.

APPPOVE MIILK PROGRAM PRICES

Moved by Mrs. Perno, and seconded by Mr. Loue, that the board of education approve to set the milk prices for the 2008-2009 school year as follows:

Special Milk Program $ .40 for ½ pint
Pre-K and K Milk Program $ .25 for ½ pint

Approved by unanimous voice vote.

Moved by Mr. Honigfeld, and seconded by Mr. Loue, that the board of education approve the travel requests listed:

APPROVE TRAVEL REQUESTS

Name	Date	Location	Event	Purpose	Amount	Code
Rettinger, Cheryl	10/29/08	Edison, New Jersey	Medicine in the School Yard: Problems and Solutions	Conference	$250.00	1
Di Matteo, Rose and Mansolino, Loretta	6/25/2008	Sewell, New Jersey	SBAR – Review and Update of Accounting Software	Seminar	$15.00	1

Approved by unanimous voice vote.

Moved by Mrs. Hartson-Stine, and seconded by Mrs. Perno, that the board of education approve the first reading of the following policies:

APPROVE POLICY #7110 AND #7115

#7110 Long Range Facilities Planning
#7115 Developing Educational Specifications

Approved by unanimous voice vote.

CHIEF SCHOOL ADMINISTRATOR'S REPORT

Moved by Mr. Loue, and seconded by Mrs. Perno, that the board of education approve the recommendation of the chief school administrator to reappoint the following employees for 2008-2009. All salaries and steps are as per the 2007-2008 MEA/Board Agreement or the May 8,2007 board minutes, and upon ratification and approval of the new contract the revised data will be presented to the board for approval.

		2007-2008 Contracted Salary	Bi-weekly	Degree	Add'l Credits	Step on Guide
Tenured – TPAF						
Leise	(75% FTE)	39,012.00	1950.60	BA	30	6
Non-tenured - TPAF						
Brill		51,906.00	2,595.30	BA	21	7
Nettleton		53,170.00	2,658.50	MA		3
Roth	(60% FTE)	40,476.60	2,023.83	MA	30	11
Sasser		52,220.00	2,611.00	MA		2
Waldron		48,576.00	2,428.80	BA		7
Phelps		73,350.00	3667.50			

	2007-2008 Contracted Salary	Bi-weekly		Step On Guide
Aides - Instructional & Non-Instructional				
Aide				
Casey	12.44 per hour		Step	1
Guldin - hourly employee	13.11 per hour		Step	2
Mallon	27,078.00	1,353.90	Step	5
Nolte - hourly employee	14.04 per hour	aide	Step	4
Nolte - hourly employee	14.04 per hour	library clerk		
Richards	26,662.00	1,333.10	Step	4
Segrest	12.44 per hour		Step	1
Turner	12.44 per hour		Step	1
Wurster	27,078.00	1,353.90	Step	5

Unanimously approved by roll call vote.

Support Staff	2007-2008 Salaries	Bi-weekly	Step On Guide	
DiMatteo	29,139.95	1,214.16		
Mansolino	36,033.98	1,501.42		
Recording Secretary	4,663.94			
Martinelli	34,840.45	1,742.02		
Papa	39,438.00	1,643.25	Step	5
Scott	2,500.00	104.17		

Summer Work	*Approx. Wages*	Estimated Days
Batterman	2,448.00	24 days
Swanson, A.	816.00	6 days
Leise	3,055.00	9 days
Roth	2,024.00	4 days
Martinelli	3,484.05	20 days

Roll call vote:
Ayes (5) Mrs. Hartson-Stine, Mr. Honigfeld, Mr. Loue, Mrs. Perno and Mr. Morrone
Noes (0) Abstain (0) Motion Carries.

APPROVE CONTRACT WITH OFFICE OF EDUCATION

Moved by Mrs. Perno, and seconded by Mrs. Hartson-Stine, that the board of education approve to enter into a contract with the Office of Special Education Programs for the district to provide, as required, two sets of parent mailing information according to an EXCEL format provided by NJOSEP.
Ayes (4) Noes (0) Abstain (1) Mr. Honigfeld Motion carries.
Contract on file in the business office.

APPROVE RESOLUTION TO ESTABLISH A MAINTENANCE RESERVE ACCOUNT

Moved by Mrs. Hartson-Stine, and seconded by Mrs. Perno, that the board of education approve the following resolution regarding the transfer of current year surplus funds, not to exceed $40,000, to a maintenance reserve. This resolution will be submitted to the county office for approval.

Resolution

Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A: 21-2, NJSA 18A: 7G-31, and NJSA 18A: 7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Merchantville Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve Account at year end, and

WHEREAS, the Merchantville Board of Education has determined that an amount not to exceed $40,000 is available for such purpose of transfer

NOW THEREFORE BE IT RESOLVED by the Merchantville Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Unanimously approved by roll call vote.
Board of Education Meeting date - June 24, 2008.

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Henry Bermann, Business Administrator

Moved by Mr. Morrone, and seconded by Mr. Bohn, that the Board of Education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss possible litigation with regard to contracts, and 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. (8:23 p.m.)
Approved by unanimous voice vote.

Members Present: Mr. Loue, Mr. Bohn, Mr. Honigfeld, Mr. Morrone and Mrs. Perno

Members Absent: Mr. Doran, Mr. Kabel, and Mr. Velten

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

Topics Discussed:
Shared Services with other local districts

Moved by Mr. Morrone, and seconded by Mr. Loue, for the board of education to approve to return to open session. (8:30 p.m.)
Approved by unanimous voice vote.

Information concerning the NJSBA Atlantic City Convention held in October 2008 should be forwarded soon.

Moved by Mr. Loue, and seconded by Mrs. Perno, for the board of education to approve to adjourn this meeting. (8:31 p.m.)
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary