MERCHANTVILLE BOARD OF EDUCATION MINUTES – NOVEMBER 25, 2008

The Regular Meeting of the Merchantville Board of Education was held on Tuesday, November 25, 2008, at 7:30 p.m., in The Reading Center at Merchantville School.

The board vice-president, Mr. Russell Loue, called the meeting to order at 7:30 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 The Community Library.

Members Present: Mr. Loue, Mr. Bohn, Mr. Kabel, Mr. Honigfeld, Mr. Velten, Mrs. Perno and Mr. Doran

Members Absent: Mrs. Hartson-Stine and Mr. Morrone

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

The board vice-president let the group in the pledge to the flag.

Mrs. Vicente, Euclid Avenue, raised questions regarding the district's procedures related to parental presence at meetings concerning student issues.

Mr. Rogers, St. James Avenue, wished to recognize all involved with the auditorium renovations.

AUDIT PRESENTATION

Mrs. Frances Sperling Feldbaum, CPA, St. Clair's CPA Solution, presented a review of the audit for the school year ending June 30, 2008, along with the auditor's recommendations.

Discussion on the school year ending June 30, 2008:

- Revenue exceeded expenditures
- The district still maintains a small Maintenance Reserve Account
- The Food Service Fund's expenses exceeded the revenue
- Funds were transferred from the Warrant/General Account to cover the Food Service deficit
- Prior school year audit findings were corrected/cleared
- The 2008-2009 school year findings listed in the Corrective Action Plan document will be addressed by administration

APPROVE AUDIT SYNOPSIS RECOM-MENDATIONS AND CORRECTIVE ACTION PLAN

Moved by Mr. Velten, and seconded by Mr. Doran, that the board of education approve and accept:

- The Annual Financial Audit for the fiscal year ending 6/30/2008
- The Synopsis of the Audit
- The Audit Recommendations
- The Corrective Action Plan submitted by the auditors

Approved by unanimous voice vote.

UNFINISHED BUSINESS

Board of Education Goals and Objectives for the 2008-2009 school year

The district attorney is reviewing Personal Illness and Injury Policy #4151.1

The District's Handbook

APPROVE 10/28/08 AND 11/11/08 MINUTES

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

10/28/2008

Ayes (6)	Noes (0)	Abstain (1)	Mrs. Perno	Motion carries.

11/11/2008

Ayes (6)	Noes (0)	Abstain (1)	Mr. Doran	Motion carries.

COMMITTEES

Curriculum and Technology

Parental Notification System and SASI link

Test message was sent on Monday, November 24th
260 households were contacted
28 did not transmit, and the parental information is being verified

No other committees or liaisons submitted reports.

BUSINESS OFFICE

APPROVE PAYMENTS

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

P 20	11/15 Payroll	151,858.03
P 21	November bill run	477,542.97
P 22	BCSSSD – tuition deducted from state aid	1,700.00
P 23	11/26 Payroll	148,457.04

APPROVE TRAVEL REQUESTS

Approved by unanimous voice vote.
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Moved by Mr. Doran, and seconded by Mrs. Perno, that the board of education approve the following travel request:

Name	Date	Location	Event	Purpose	Amount	Code
Honigfeld, Elliot	1/06/09	Sewell, NJ	Governance II – Finance	Mandated Training	$50.00	1

Ayes (6) Noes (0) Abstain (1) Mr. Honigfeld Motion carries.

The October 2008 Revenue Summary was distributed.

Moved by Mr. Doran, and seconded by Mrs. Perno, that the board of education approve and accept the:

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

Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 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.

APPROVE OCTOBER 2008 REPORTS

Treasurer's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 2008. The Treasurer's Report and Secretary's report are in agreement for the month of October 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.
Approved by unanimous voice vote.
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CHIEF SCHOOL ADMINISTRATOR'S REPORT

Moved by Mrs. Perno, and seconded by Mr. Doran, that the board of education approve the following services, as mandated in the student's IEP (Individual Education Plan), for the 2008-2009 school year:

Placement of Merchantville students in various educational programs

Transportation services, as needed

Occupational, speech, physical therapy, and/or behavior counseling services

Tuition-out Students include:
Four regular education students attending Camden County Technical School, Pennsauken Campus, and three students attending various charter schools in Camden.

And, the following special education students:

Tuition Out Number	School/ Setting
33	Archway School
257	Baldwin School
192	Bancroft School
246	Brookfield School
267	BCSSSD
229	CCTS
231	CCTS
235	CCTS
237	CCTS
238	CCTS
252	CCTS
254	CCTS
262	CCTS
265	CCTS
168	Home Bound
172	Home Bound
193	Katzenbach
82	Kingsway
135	Lewis School
227	Mill Creek School
101	Moorestown Upper Elementary
176	Moorestown South Valley
174	New York Institute
266	Palmyra - Delaware Avenue School
241	REAL Center
268	REAL Center

APPROVE SUBMISS-ION OF QAAR REPORT

Approved by unanimous voice vote.

Moved by Mr. Doran, and seconded by Mr. Velten, that the board of education approve the submission of the 2007-2008 Quality Assurance Annual Report (QAAR) to the County Office of Education.
Approved by unanimous voice vote.
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ENTER CLOSED SESSION

Moved by Mr. Velten, and seconded by Mr. Doran, that the Board of Education adjourns, by Resolution, into Closed Session, from which the general public is excluded, to discuss, litigation, the chief school administrator's contract, 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. 8:25 p.m.
Approved by unanimous voice vote.

Members Present: Mr. Loue, Mr. Bohn, Mr. Kabel, Mr. Honigfeld, Mr. Velten, Mrs. Perno and Mr. Doran

Members Absent: Mrs. Hartson-Stine and Mr. Morrone

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

Topics Discussed:

CSA's Contract
Complying with current state regulations

MEA/BOE Agreement
Inappropriate inclusion of a position
Correction and notification of error

RETURN TO OPEN SESSION

Moved by Mr. Velten, and seconded by Mrs. Perno, that the board of education to approve to return to open session. 8:47 p.m.
Approved by unanimous voice vote.

RE-APPOINT PHELPS GUIDANCE COUNSELOR POSITION

Moved by Mrs. Perno, and seconded by Mr. Doran, that the Board of Education approve the recommendation of the Chief School Administrator to formally approve the reappointment of Mrs. Deborah Phelps as Guidance Counselor and to add the title of Supervisor to this position for school year 2008-2009, at a salary of $76,650. Summer work will be increased from approximately ten, to as many as twenty days during July and August, and shall be pro-rated at the per diem rate.

TABLE MOTION

Moved by Mr. Honigfeld, and seconded by Mr. Kabel, that the Board of Education approve to table this motion.
Approved by unanimous voice vote.

ENTER CLOSED SESSION

Moved by Mr. Velten, and seconded by Mr. Doran, that the Board of Education adjourns, by Resolution, into Closed Session, from which the general public is excluded, to discuss litigation, 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. 8:55 p.m.
Approved by unanimous voice vote.

Members Present: Mr. Loue, Mr. Bohn, Mr. Kabel, Mr. Honigfeld, Mr. Velten, Mrs. Perno and Mr. Doran

Members Absent: Mrs. Hartson-Stine and Mr. Morrone

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

Topic discussed:
Send/receive Relationships and Shared Services
County initiative
Reserve Funds
Litigation
Studies

RETURN TO OPEN SESSION

Moved by Mr. Doran, and seconded by Mr. Velten, that the board of education to approve to return to open session. 9:20 p.m.
Approved by unanimous voice vote.

ADJOURN

Moved by Mr. Kabel, and seconded by Mr. Doran, that the board of education to approve to adjourn this meeting. 9:21 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary

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