MERCHANTVILLE BOARD OF EDUCATION MINUTES –
REORGANIZATION MEETING APRIL 28, 2009

The Reorganization Meeting of the Merchantville School District was held on Tuesday, April 28, 2009, at 7:30 p.m., in The Reading Center at Merchantville School.

The chief school administrator, Mr. Swanson, 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. Kabel, Mrs. Perno, Mr. Morrone, Mr. Doran, and Mr. Bohn

Members Absent:

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. Leonard Wood, District's Attorney
Ms. Loretta Mansolino, Recording Secretary

The chief school administrator led the group in the pledge to the flag.

ELECTION RESULTS – UNOFFICIAL

The unofficial results of the election are as follows:

For full three (3) year term:

Janice Engelke	176	votes
Sharon Hartson-Stine	201	votes
Kevin Barnett	251	votes

General Fund - $4,085,669.

YES	249	votes
NO	132	votes

Mr. Swanson swore in the re-elected and newly elected board members:

ENGELKE HARTSON-STINE BARNETT

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
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REORGANIZATION OF THE BOARD OF EDUCATION

NOMINATION OF PRESIDENT AND ELECTION OF PRESIDENT

Open Floor To Nominate President

The District's Attorney, Mr. Wood, opens the floor to nominations for the Office of the President of Merchantville Borough Board of Education.

Moved by Mr. Bohn, and seconded by Mr. Morrone, for the board of education to open the nominations for the position of President.
Approved by unanimous voice vote.

Hartson-Stine Nominated For President

Moved by Mr. Bohn, and seconded by Mr. Kabel, for the board of education to nominate Mrs. Sharon Hartson-Stine, to serve as President of Merchantville Borough Board of Education.
Approved by unanimous voice vote.

Morrone Nominated For President

Moved by Mr. Doran, and seconded by Mrs. Perno, for the board of education to nominate Mr. Steve Morrone, to serve as President of Merchantville Borough board of education.
Approved by unanimous voice vote.

Nominations Closed

Moved by Mr. Loue, and seconded by Mrs. Morrone, for the board of education to close the nomination for president.
Approved by unanimous voice vote.

Hartson-Stine Elected President

The district's attorney calls for a roll call vote on the election of Mrs. Hartson-Stine or Mr. Steve Morrone, as President of the Board of Education for a term of one year, commencing April 28, 2009, and until his/her successor is elected and shall qualify.
Roll call vote:

For: Mrs. Hartson-Stine
Ayes (5) Mr. Barnett, Mr. Bohn, Mrs. Engelke, Mrs. Hartson-Stine and Mr. Kabel

For: Mr. Morrone
Ayes (4) Mr. Doran, Mr. Loue, Mr. Morrone and Mrs. Perno

The district's attorney then declares Mrs. Hartson-Stine elected to the Office of President and yields the chair to the President.

NOMINATION OF VICE PRESIDENT AND ELECTION OF VICE PRESIDENT

Open Floor To Nominate VP

The President opens the floor to nominations for the Office of Vice President of the Board of Education.

Moved by Mr. Kabel, and seconded by Mr. Morrone, for the board of education to open nominations for the position of Vice President.
Approved by unanimous voice vote.

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
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Bohn Nominated To VP

Moved by Mr. Kabel, and seconded by Mrs. Engelke, for the board of education to nominate Mr. Bohn to serve as Vice President.
Approved by unanimous voice vote.

Morrone Nominated To VP

Moved by Mrs. Perno, and seconded by Mr. Doran, for the board of education to nominate Mr. Morrone to serve as Vice President.
Approved by unanimous voice vote.

Nominations Closed

Moved by Mr. Loue, and seconded by Mr. Morrone, for the board of education to close nominations for Vice President.
Approved by unanimous voice vote.

Bohn Elected V-Pres.

The President calls for a roll call vote on the election of Mr. Bohn, as Vice President of the Board of Education for a term of one year, commencing April 28, 2009, and until his/her successor is elected and shall qualify.
Roll call vote:

For: Mr. Bohn
Ayes (5) Mr. Barnett, Mr. Bohn, Mrs. Engelke, Mrs. Hartson-Stine and Mr. Kabel

For: Mr. Morrone
Ayes (4) Mr. Doran, Mr. Loue, Mr. Morrone and Mrs. Perno

The President then declares Mr. Bohn elected to the office of Vice President.

Members read the ethic codes.

Mrs. Perno left the meeting at 7:40 p.m.

A draft of the committee assignments and the board's goals and objectives was distributed for review.

Resolution - Awarding Contracts

Award Professional Contracts

Moved by Mr. Doran, and seconded by Mr. Morrone to approve the Resolution authorizing the awarding of contracts for "professional services" for a one-year term commencing April 28, 2009, until the Reorganization of the Board of Education, without competitive bidding:

1.	**Auditor**	CPA Solutions, Inc.
2.	**Board Solicitor**	Leonard Wood, Wade, Long, Wood & Kennedy
3.	**School Physician**	Dr. Gooberman
4.	**Insurance Broker of Record**	Conner-Strong
5.	**Business Administrator**	William Thompson

Award

PROFESSIONAL Contracts

6.	**Treasurer of School Funds**	Michelle McKinney
7.	**Regulatory Services**	PARS Environmental
8.	**Purchasing Agent**	William Thompson
9.	**Architect of Record**	Lammey and Giorgio
10.	**Official Newspapers**	The Courier Post & The Retrospect

Roll call vote:

For Conner-Strong Contract:

Ayes (7) Noes (0) Abstain (1) Mr. Doran Motion carries.

For All Other Contracts

Ayes (8) Noes (0) Abstain (0) Motion carries.

Set Meeting Dates

Regular Meeting Dates

Moved by Mr. Kabel, and seconded by Mr. Doran, for the board of education to hold Regular Meetings on the second and the fourth Tuesday of each month in the Reading Center at Merchantville School and Public Library.

PUBLIC NOTICE

At its Annual Reorganization Meeting held on Tuesday, April 28, 2009, 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 12, 2009	May 26, 2009
June 9, 2009	June 23, 2009
July 14, 2009	July 28, 2009
August 11, 2009	August 25, 2009
September 8, 2009	September 22, 2009
October 13, 2009	October 27, 2009
November 10, 2009	November 24, 2009
December 15, 2009	
January 12, 2010	January 26, 2010
February 9, 2010	February 23, 2010
March 9, 2010	March 23, 2010
April 13, 2010	April 27, 2010 – Reorganization

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.

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
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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:
William Thompson, Business Administrator
Merchantville Board of Education

Approved by unanimous voice vote.

Approve Curriculum Textbooks Policies Practices And Procedures For 2009-2010 SY

Policy Statements
Moved by Mr. Bohn, and seconded by Mr. Kabel, that the board of education approve the 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

Approved by unanimous voice vote.

Depository of School Funds
Moved by Mr. Loue, and seconded by Mr. Morrone, that the board of education approve the following institutes as the depository of school funds;

Bank of America Morgan Stanley

Approve Financial Inst.

Approved by unanimous voice vote.

Account Signatories
Moved by Mr. Loue, and seconded by Mr. Morrone, that the board of education approve the following signers for the district's various bank accounts:

Currently:

Approve Check Signers For Districts' Accounts

Account #	Fund	Signatory's Title
591 002736	Warrant	Board President Board Vice-president Business Administrator Board Secretary Chief School Administrator Treasurer (3 signatures required)
591 002752	Payroll/Agency	Board Secretary Business Administrator (1 signature required)
4 282015943	Payroll/Salary	Treasurer (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)

Approved unanimous voice vote.

District Assignments

Approve District ASSIGNMENTS

Moved by Mr. Loue, and seconded by Mr. Morrone, that the Board of Education approve the following appointment/ reappointment of district assignments:

Affirmative Action Officer	CSA
504 Compliance Officer	CSA
Health/Safety Compliance Officer	School Nurse
Title IX Coordinator (sports)	Physical Education Teachers
Right to Know Officer	Business Administrator
ADA Coordinator	CSA

Official Bargaining Units	Currently – Merchantville Education Association
Open Public Record Agent	Business Administrator
Student Records	CSA
Public Agent Compliance Officer	Business Administrator
Integrated Pest Management Officer	CSA

Approved unanimous voice vote.

Petty Cash Fund

Reinstate Petty Cash Accounts

Moved by Mr. Loue, and seconded by Mr. Morrone, that the Board of Education approve to reinstate the following petty cash account for the 2009-2010 school year, effective July 1, 2009:

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

Approved unanimous voice vote.

Establishment of Tuition-In Rate for the 2009/2010 School Years

Moved by Mr. Loue, and seconded by Mr. Morrone, that the Board of Education establish a tuition-in rate for the 2009/2010 school year:

	Currently –	**2009-2010**
1st through 8th Grade	$3,200.00	_____

Motion withdrawn.

Approve Electronic Funds Transfers

Approval to Use Wire Transfers

Moved by Mrs. Engelke, and seconded by Mr. Doran, 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.

Approved unanimous voice vote.

Approval of Taxes Schedule

Approve Tax Schedule Payments

Moved by Mrs. Engelke, and seconded by Mr. Doran, that the Board of Education approve the quarterly tax schedule payment submitted by the borough:

May 2009, August 2009, November 2009, and February 2010.

Approved unanimous voice vote.

Appointment of a Qualified District Purchasing Agent

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

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
REORGANIZATION MEETING APRIL 28, 2009
RESOLUTION

USE OF STATE CONTRACTS

APPOINT PURCHASING AGENT

Moved by Mr. Morrone, and seconded by Mr. Doran, 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 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 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 Thompson's certification to the Director of the Division of Local Government Services.

I, William Thompson, Business Administrator 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 April 28, 2009.

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
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Mrs. Conway, Greenleigh Court, thank you for the handbook.
Mr. Brunton, Cove Road, congratulations to all who worked for/on the district's budget.

The New Jersey Division of Public Contracts letter stating that a follow-up review of the district's contracts found that they complied with all state mandates.
Pg._____

Test scores – Presentation on 5/12/09

Dress code policy – "unnatural hair color" – addressed in guideline with the policy.

Final Food Service Proposal from Sodexho – pending

Camden County Library System presented their Library Agreement for renewal and a copy was forwarded to the board's liaison, Mr. Kabel, for review. Will be presented for approval at the next meeting.

RE: Closing of school for a health emergency - note should be sent to parents.
See web page for County Health Department information.

It is recommended that the board of education approve the regular and closed session minutes for the following meetings:

APPROVE MINUTES 3/17/09 3/24/09 3/31/09 AND 4/2/09

MARCH 17, 2009

Ayes (6)	Mr. Bohn, Mr. Doran, Mr. Kabel, Mr. Loue, Mr. Morrone, and Mrs. Hartson-Stine	
Noes (0)	Abstain (2) Mrs. Engelke and Mr. Barnett	Motion Carries.

MARCH 24, 2009

Ayes (4)	Mr. Bohn, Mr. Kabel, Mr. Morrone and Mrs. Hartson-Stine	
Noes (0)	Abstain (4) Mrs. Engelke, Mr. Barnett, Mr. Loue and Mr. Doran	Motion Carries.

MARCH 31, 2009

Ayes (5)	Mr. Loue, Mr. Doran, Mr. Morrone, Mr. Kabel and Mrs. Hartson-Stine	
Noes (0)	Abstain (3) Mrs. Engelke, Mr. Barnett, and Mr. Bohn	Motion Carries.

APRIL 2, 2009 PUBLIC HEARING – BUDGET

Ayes (6)	Mr. Loue, Mr. Doran, Mr. Morrone, Mr. Kabel, Mrs. Hartson-Stine and Mr. Bohn	
Noes (0)	Abstain (3) Mrs. Engelke, Mr. Barnett, and Mr. Doran	Motion Carries.

APPROVE

BUSINESS OFFICE
Members received a copy of the budget summary, revenue ledger and transfer status report for March 2009.

2/09

Moved by Mr. Barnett, and seconded by Mr. Morrone, that the board of education approve and accept the:

FINANCIALS

Board Secretary's Report – Treasurer's Report - Certification
For February 2009

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
REORGANIZATION MEETING APRIL 28, 2009

APPROVE FINANCIALS

Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2009. 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 February 2009. The Treasurer's Report and Secretary's report are in agreement for the month of February 2009 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.

_____ _____
Henry Bermann RSBA/Board Secretary
Pgs._____
Approved by unanimous voice vote.

APPROVE PYMTS

Moved by Mr. Barnett, and seconded by Mr. Morrone, that the board of education approve the following payments:

P 45	EFT – to Agency Account To cover retirement funding payment	$24,266.00
P 46	April Bill Run	$206,772.71

Approved by unanimous voice vote.
Pgs._____

TRANSFERS

Moved by Mr. Barnett, and seconded by Mr. Morrone, that the board of education accept the recommendation of the superintendent, and approve the following transfer of funds for March 2008:

11 401 100 800 Co-curricular other objects	33.00	11 401 100 500 Co curricular purchase of services	33.00
11 000 230 339 Purchase of professional services	300.00	11 000 230 530 Communications and Telephones	300.00
11 000 219 320 Students Special – purchase of services	50.00	11 000 240 105 Salaries – school secretary	50.00

11 000 251 330 Technology – purchases of services	300.00	11 000 240 105 Salaries – school secretary	300.00

Approved by unanimous voice vote.

Joint Purchasing Agreement for Paper – waiting for contract

Interschool Athletic Program

CCEL

R E S O L U T I O N

Moved by Mr. Loue, and seconded by Mr. Doran, that the Board of Education approve the Membership Resolution for the Camden County Elementary League for the 2009-2010 school year.

Approved by unanimous voice vote.

Pg._____

Educational Services Commission

CCESC

R E S O L U T I O N

Moved by Mr. Kabel, and seconded by Mr. Loue, 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 2009-2010 school year.

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

Ayes (7) Noes (0) Abstain (2) Ms. Engelke and Mr. Barnett Motion carries.

Pg._____

CCESC

REP.

BE IT FURTHER RESOLVED that the Board elect the following Board Member to serve as their representative to the Camden County Educational Services Commission.

Representative - Janice Engelke

Ayes (8) Noes (0) Abstain (1) Ms. Engelke Motion carries.

Tuition Agreement with Pennsauken High School

APPROVE

PHS

TUITION

CONTRACT

Moved by Ms. Engelke, and seconded by Mr. Morrone, that the Board of Education approve to enter into a 2009-2010 tuition agreement with Pennsauken Board of Education as follows:

Effective September 2009 through June 30, 2010
To provide educational services to Merchantville Students
With a tuition-in rate of $9,134.00 per student - For seventy (70) students
Contract total…. $639,380.

Ayes (8) Noes (1) Mr. Loue Abstain (0) Motion carries.
(Contract pending)

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
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Archway Just Kids Program Contract

Approve Archway Just Kids Contract

Moved by Ms. Engelke, and seconded by Mr. Morrone, that the Board of Education approve to enter into a 2009-2010 Contract with Archway Programs, Inc. – Just Kids – to provide childcare to children enrolled and attending school in Merchantville Borough. Terms and conditions are listed in the contract.
Approved by unanimous voice vote.
Pgs._____

Porzio, Bromberg & Newman Contract

Approve Porzio Bromberg & Newman Contract

Moved by Ms. Engelke, and seconded by Mr. Morrone, that the Board of Education approve to enter into a professional services contract with Porzio, Bromberg and Newman for the 2009-2010 school year, on an as needed basis, and compensation rates as listed in the contract.
Approved by unanimous voice vote.
Pgs._____

Set Cafeteria Prices for 2009-2010

It is recommended that the Board of Education approve to set the following prices for the cafeteria, effective September 2009.

	Currently	2009
Adult Lunch	$4.00	_____
Adult Breakfast	$1.75	_____
Student Lunch	$2.50	_____
Student Breakfast	$1.25	_____
Student Reduced Lunch	$ .40	_____
Student Reduced Breakfast	$ .30	_____

Motion not moved.

Chief School Administrator's Recommendations

Approve Class Trips

Moved by Mr. Morrone, and seconded by Mr. Doran, that the Board of Education approve the following Field Trips:

Eastern State Penitentiary - 32 Students
(8^{th} Grade Art-A-Facts Field Trip) - 2 Teachers
May 19, 2009 - 4 Chaperons

Kimmel Center - 36 Students
The Wizard of Oz
(1^{st} Grade Art-A-Facts Field Trip) - 3 Teachers
May 20, 2009 - 5 Chaperons

Longwood Gardens - 40 Students
(2^{nd} Grade Art-A-Facts Field Trip) - 2 Teachers
May 21, 2009 - 6 Chaperons

Approve Class Trips

MERCHANTVILLE BOARD OF EDUCATION MINUTES –
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Approve Class Trips

Funplex		- 23 Students
	(Student Council / NJHS Field Trip)	- 3 Teachers
	June 8, 2009	- 0 Chaperon
Dorney Park		- 69 Students
	(Band & Choir Field Trip)	- 2 Teachers
	June 11, 2009	- 8 Chaperons
Adventure Aquarium		- 45 Students
	(1st Grade Field Trip)	- 2 Teachers
	June 12, 2009	- 10 Chaperons

Approved by unanimous voice vote.

Approve To Hire Thompson As The District's Business Administrator

Moved by Mr. Morrone, and seconded by Mr. Doran, that the board of education approve the recommendation of the chief school administrator to appoint Mr. William Thompson to serve as the district's business administrator, at a yearly salary of $26,500 (.25% of FTE) per year. Contract terms are May 1, 2009 to June 30, 2010. Contract and Schedule A includes: work schedule, benefits, general requirements and specific services to be performed.

Roll call vote:

Mr. Bohn	Yes	Mr. Kabel	Yes
Mr. Doran	Yes	Mr. Loue	Yes
Mrs. Perno	Yes	Mr. Morrone	Yes
Mrs. Engelke	Yes	Mr. Barnett	Yes
Mrs. Hartson-Stine	Yes		

No open public comment.

No closed session held.

Adjourn

Moved by Mr. Morrone, and seconded by Mr. Doran, that the board of education approve to adjourn this meeting. 8:30 p.m.
Approved by unanimous voice vote.

_____
Loretta Mansolino, Recording Secretary

MERCHANTVILLE BOARD OF EDUCATION MINUTES – REORGANIZATION MEETING APRIL 28, 2009