MERCHANTVILLE BOARD OF EDUCATION MINUTES – SEPTEMBER 9, 2008

The Regular Meeting of the Merchantville Board of Education was held on Tuesday, September 9, 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 Community Library.

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

Members Absent: Mr. Morrone and Mr. Doran

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

Mrs. Carfagno, Park Avenue, shared some PTA information and concerns with the members.

Mrs. Batterman and Mrs. Phelps reviewed the changes to children's schedules for the 2008-2009 school year.

Mrs. Jeanne Leise, school social worker, distributed copies of the special education codes governing:

Self-contained classroom
Class Size Mandates
Teaching in a "least restrictive" environment

UNFINISHED BUSINESS

Administration did communicate with the electrical contractor regarding a proposal.

Camden Catholic High School's representatives did not submit any paperwork regarding the use of/and changes to the district's athletic field.

Auditorium Update – chairs are installed – contractors continue to work in the auditorium, and fund raising efforts continue.

NEW BUSINESS

QSAC Requirement – Discussion on:
18A: 12-24.1 Code of Ethics for School Board Members

c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
d. I will carry out my responsibility, not to administer the schools, but, together, with my fellow board members, to see that they are well run.

Mr. Loue read and discussed the above listed ethic codes.

MINUTES

APPROVE 8/12/2008 MINUTES

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

August 12, 2008

Approved by unanimous voice vote.

COMMITTEES

Community Relations:
Discussed – handbook

Curriculum and Technology
Parental Notification System and SASI link
Discussed – samples of parental authorization forms, updating and verification of in-house data - completion date of 10/1/2008.

Policy
Committee met on Wednesday, September 3, 2008.

APPROVE ACTION ON VARIOUS BOE POLICIES

Moved by Mrs. Hartson-Stine, and seconded by Mr. Velten, that the board of education approve the action listed on the following policies and procedures:

4111	Recruitment, Selection and Hiring	revised
4111.1	Nondiscrimination/Affirmative Action	1st Reading
4112.2	Certification	revised
4112.4	Employee Health	revised
4112.6	Personnel Records	revised
4112.8	Nepotism	2nd Reading & Approval
4113/ 4114	Assignment; Transfer	1st Reading
4115	Supervision	Revised

4116	Evaluation	Revised
4117.4	Reduction in Force/Abolishing a Position	Revised
4117.41	Non-renewal	Revised
5141.21	Administering Medication	Revised
5142	Pupil Safety	Revised
9272	Pay to Play	2nd Reading & Approval

Approved by unanimous voice vote.

Buildings and Grounds
Discussed: Painting of the flagpole
Sidewalk repairs/replacement on Centre Street

BUSINESS OFFICE
Revenue summary was distributed.

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

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

APPROVE JULY 2008 REPORTS

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

_____ _____
Henry Bermann, RSBA Date
Approved by unanimous voice vote.
Pgs._____

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

P4	August Bill Run	$176,567.36
P 5	ECP - No Check	$714.50
P 6	8-15-08 Payroll	$13,349.69
P 7	8-31-08 Payroll	$18,728.82

Approved by unanimous voice vote.
Pgs._____

APPROVE HORIZON BC/BS SECTION 125 RESOLUTION

Moved by Mr. Honigfeld, and seconded by Mr. Velten, that the board of education approve the Horizon BCBSNJ Section 125 resolution listed and the attached Plan Document and Summary Plan Description, as recommended by the business administrator.
Approved by unanimous voice vote.
On file in the business office.

APPROVE BRADLEY SCIOCCHETTI MAINTENANCE CONTRACT

Moved by Mrs. Hartson-Stine, and seconded by Mr. Velten, that the board of education renew the Annual Preventative Maintenance Agreement covering the district's Two (2) H. B. Smith Mills Boilers with Bradley-Sciocchetti Inc., for the 2008-2009 school year:

Service Coverage	$3,499.00
Discounted hourly rates for additional services:	
Straight Time	99.90
Overtime	140.43
Sunday/Holiday	181.00

Approved by unanimous voice vote.
On file in the business office.

APPROVE TRAVEL REQUESTS

Moved by Mrs. Hartson-Stine, and seconded by Mr. Velten, that the board of education approve the recommendation of the chief school administrator, and approve the following travel requests.

Name	Date	Location	Event	Purpose	Amount	Code
Mansolino, Loretta	9/10/2008	Sewell, NJ	Benefits Administrator's Training Seminar	Update on Employer's Responsibilities	$15.00	1
Leise, Jeanne, Swanson, Christian	9/16/08 and 9/18/08	Clementon, NJ	NJDE Pre-school	Update on new state requirements for pre-school program and plan	$30.00	1

Approved by unanimous voice vote.

APPROVE TRANSFER

Moved by Mr. Velten, and seconded by Mrs. Perno, the board of education approve the recommendation of the chief school administrator, and approve the following transfers dated July 31, 2008:

11 190 100 610 General Supplies	350.00	11 000 240 600 Main school account supplies	350.00
11 230 100 101 Basic skills – salary line	4,500.00	11 000 262 520 Operations – insurance account	4,500.00
11 190 100 610 General Supplies	10,000.00	11 190 100 340 Purchase of computer services	10,000.00
11 230 100 101 Basic skills – salary line	600.00	11 000 262 441 Rentals – storage units for auditorium chairs	600.00
11 000 100 562 Tuition - specials	400.00	11 000 100 567 Tuition – private schools	400.00
11 230 100 101 Basic skills – salary line	10,800.00	11 000 270 511 Transportation Regular vendor	10,800.00

Approved by unanimous voice vote.

VOID AND NOT REISSUE #45047

Moved by Mr. Velten, and seconded by Mrs. Perno, that the board of education approve to void and not re-issue the following check:

#45047 $1,100.00 Dr. Robert Lehrer

Approved by unanimous voice vote.

APPROVE SEMI PROGRAM WAIVER

Moved by Mr. Velten, and seconded by Mr. Bohn, that the board of education approve the Resolution Waiver of Requirements – Special Education Medicaid Initiative (SEMI) Program.

Approved by unanimous voice vote.
On file in the business office.

APPROVE MOVEMENT ON SALARY GUIDE FOR MRS. LAJEUNESSE

Moved by Mr. Loue, and seconded by Mr. Kabel, that the board of education approve the recommendation of the chief school administrator and approve the additional educational credits earned by Mrs. Patrice LaJeunesse. Mrs. LaJeunesse placement for the 2008-2009 will be a BA +45 on a step 16, with a salary of $55,178.27 (72.76% of $75,836.), effective September 1, 2008.
Approved by unanimous voice vote.

APPROVE TO RENEW SODEXHO FOOD MGMT. AGRMT. FOR 08-09 SY

Moved by Mr. Velten, and seconded by Mr. Honigfeld, that the board of education approve the renewal of the Sodexho Food Management Agreement for the 2008-2009 school year.

Approved by unanimous roll call vote.

CHIEF SCHOOL ADMINISTRATOR'S REPORT

Chief School Administrator Recommendations

APPROVE SUBSTITUTE TEACHERS AIDES AND NURSES FOR 08-09 SY

Moved by Mr. Velten, and seconded by Mrs. Hartson-Stine, that the Merchantville Board of Education approve the substitute teachers, aides, and nurses as presented for the 2008- 2009 school year.
Approved by unanimous voice vote.
Pgs._____

APPROVE TO HIRE STONE AS THE FIELD HOCKEY COACH

Moved by Mr. Velten, and seconded by Mrs. Hartson-Stine, that the Merchantville Board of Education approve the recommendation of the Chief School Administrator to hire Ms. Danielle Stone as the district field hockey coach for school year 2008 – 2008 at a stipend of $1,750.
Approved by unanimous voice vote.
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APPROVE COACHES AND ADVISORS

Moved by Mr. Velten, and seconded by Mrs. Hartson-Stine, that the Board of Education approve the appointment / re-appointment of the following coaches and advisors for the 2008-2009 school year.

Advisor, National Junior Honor Society (2008-09 / $1,336)	Mrs. Deborah Phelps
Advisor, Student Council (2008-09 / $1,336)	Mrs. Janice Monahan Mrs. Kelly Cook
Field Hockey (2008-09 / $1,750)	Ms. Danielle Stone
Soccer (2008-09 / $1,750)	Mr. Ryan Fields
Coordinator, Safety Patrol (2008-09 / $1,336)	Mr. Shawn Waldron
Advisor, Cheerleading (2008-09 / $4,076)	_____
Coach, Boy's Basketball (2008-09 / $4,076)	Mr. Ryan Fields
Coach, Girl's Basketball (2008-09 / $4,076)	Ms. Alexandra Guggino
Co-Advisor, Yearbook (2008-09 / $1,336)	Mrs. Nancy Talarico Mrs. Dina Turan

Substitute Notification (2008-09 / $2,953)	Mrs. Alice Papa
Advisor, Newsletter (2008-09 / $1,750)	Mrs. Kelly Cook
Co-Advisor, Naturalist Club (2008-09 / $1,275)	Mrs. Vanessa Van Sciver Mr. Gary Walton
Advisor, Art Club (2008-09 / $1,275)	Mrs. Patrice LaJeunesse

Action of the Board _____
Approved by unanimous voice vote.

APPROVE MARIE J. CARROLL WILL BUDGET PROPOSAL

Moved by Mr. Velten, seconded by Mrs. Hartson-Stine, that the board of education approve the Marie J. Carroll Will Budget Proposal for school year 2008-2009 to fund planned activities totaling $47,676.00. A breakdown of requests and expenditures will be presented at the next meeting.
Approved by unanimous voice vote.

ENTER CLOSED SESSION

Moved by Mr. Velten, and seconded by Mrs. Hartson-Stine, that the Board of Education adjourns, by Resolution, into Closed Session, from which the general public is excluded, to discuss litigation and personnel, 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. Velten, Mrs. Hartson-Stine, Mrs. Perno, Mr. Kabel and Mr. Honigfeld

Members Absent: Mr. Morrone and Mr. Doran

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

Discussed:

Rescheduled shared services meeting

MEA/BOE Contract

Buy-out proposals
New state regulations regarding the submission of all buy-out proposals to the Division of Pensions and Benefits for approval.

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. 9:12 p.m.
Approved by unanimous voice vote.

A long-term substitute was assigned to Mr. Hood's classroom.

Mr. Bermann, reviewed the Merchantville Residents' tax bills, and the calculation error that did not split the school tax liability over a two (2) year period.

ADJOURN

Moved by Mr. Honigfeld, and seconded by Mr. Velten, that the board of education to approve to adjourn this meeting. 9:30 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary

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