MERCHANTVILLE BOARD OF EDUCATION MINUTES - JUNE 8, 2010

The Regular Meeting of the Merchantville School District was held on Tuesday, June 8, 2010, at 7:35 p.m., in The Reading Center at Merchantville School.

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.

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

Members Present: Mr. Kabel, Mr. Iannucci, Mr. Barnett, Mr. Bohn, Mr. Doran, Ms. Perno and Ms. Hartson-Stine

Members Absent: Ms. Engelke and Mr. Morrone

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

No open public comment.

At the CCTS Graduation, two of the district's former students received awards: Joseph Creamer and Robert Kanauss.

Members who attended the Spring Concert commented that the performances were excellent.

APPROVE GOALS AND OBJECTIVES

Moved by Mrs. Perno, and seconded by Mr. Doran, that the board of education approve the Board's goals and objectives, the responsibilities and objectives and the committee assignments for 2010-2011 school year, as follows:

COMMITTEE ASSIGNS.

Merchantville School District
2010 – 2011 Goals

* Continue to vigorously pursue all appropriate avenues to improve the educational opportunities of our high school students.

* Employ a data-driven approach to design personalized improvement plans for students in Merchantville School to allow each child to reach his or her maximum potential.

* Investigate and recommend a new Pre-K – 8 curriculum that maximizes the educational opportunities afforded to Merchantville children and addresses the realities of the district's student population and dwindling fiscal resources.

* Develop an action plan to maintain and improve school facilities within our budget constraints.

Merchantville School Board
2010 – 2011
Board Responsibilities and Objectives

Operations Committee

Building and Grounds – provide a physical environment for teaching and learning that is safe, efficient, and pleasant for students, staff, and the public.
Work with administration to develop a list of both short and long term needs to include:
Heating system maintenance and upgrades.
Additional air conditioning upgrades.
Exterior maintenance upgrades and curb appeal issues.
Maintenance and improvements to the athletic field.
Explore alternatives to reduce building operational costs.
Work with administration to investigate alternatives to our current maintenance agreement.
June – report on summer projects
December – report on potential budget items

Finance **-** work with administration to develop the annual budget that will provide for a thorough and efficient education for the students of the district.
Review on a regular basis the financial reports of the district.
Work with the Business Administrator & Administration to craft an annual budget and disseminate to the Board as a whole.
Continue to monitor cafeteria operations.
Monitor the effectiveness of the Business Administration Office and continue to explore new areas of shared services.
January – report on pre-budget review
March – report on budget
June – end of year review
November – audit review

Education Committee

Carroll Will – monitor budgeted monies and how they are used for school activities and programs.
July – report on budget for 2009-2010 school year
November - report on implementation of budgeted programs

Policy – develops and evaluates the effectiveness of the Boards policies and monitors their implementation.
Ensure that the policy manual is kept up to date.
Research and recommend updates and additions to the policy manual.
Monitor global policy developments via the NJSBA.
Review & provide updates for the School Handbook. Ensure version on Web site is up-to-date new print version is distributed on first day of school
July – review school handbook

Curriculum and Technology – students shall demonstrate competency in language arts, literacy, mathematics, science, social studies, health and physical education, visual and performing arts, and world languages.

Review the curriculum development and implementation schedule with Administration to ensure that all curriculums are updated and presented to the BOE according to the five-year schedule.
Work with administration on interpreting and reporting the standardized test scores to the BOE and community. Work with administration on programs to improve student achievement.
Work with administration to identify appropriate new modules in SASI (or its successor) and develop an implementation plan to have these modules fully functional by April 1, 2010.
Continue to explore technology to supplement, improve, and enhance the learning environment for the students and staff.
August - report plans to improve student achievement
October – report on standardized test results
February – report on implementation of student achievement plan; technology & curriculum needs for budgeting
May – report on curriculum development progress

Personnel Committee

Personnel – work with administration to ensure that staffing levels provide the most efficient use of resources.
Ensure that the CSA's work performance and objectives are reviewed and developed annually.
Fairly negotiate a contract with the CSA ensuring that the district is financially accountable.
Monitor contractual issues involving the staff while preparing for contract renewal.
Constantly explore alternatives involving staffing, benefits and the like to ensure that the district is providing just compensation at the most efficient cost possible.
February – report on CSA review process
August – new year personnel issues

Planning – monitors issues relating to the school district and develops both long and short term goals and projects to address these issues.
Work with Administration to ensure district is QSAC compliant.
Work with Administration and ad hoc High School Committee to examine and investigate issues involving Send/Receive, consolidation, and merger.
Work with Administration to develop school calendar and present to Board by April 1 each year.
Work with Administration to develop quarterly report on student enrollment, program participation and disciplinary actions. Present action items to the Board
September – quarterly report
December – quarterly report
March – quarterly report
June – quarterly report

Community Relations – ensure that information about the district is shared in a timely and appropriate manner with the community and staff.
Work with Administration to provide an informative and honest release of information regarding the proposed annual budget.
Work with administration to ensure that the Web site provides a useful source of information that is user-friendly and kept up to date with current events and news in addition to agendas and the timely posting of meeting minutes.
Work with staff and Administration to redesign Web site making it more user-friendly and technologically current allowing for remote updating by Administration and/or staff.
Develop content for dissemination in the quarterly school newsletter.

Work with Administration to ensure that appropriate and timely information is being provided to student, parents, and staff.
June – end of year newsletter with 8th grade awards
August/Sept – back-to-school newsletter
December – newsletter
April – budget/public hearing newsletter

Merchantville Board of Education
Committee Assignments
2010 - 2011

	Kevin Barnett	Ed Bohn	Terry Doran	Janice Engelke	Henry Kabel	Mark Iannucci	Steve Morrone	Jenn Perno
Committee								
Operations	**M**		**M**				**C**	
Buildings & Grounds								
Finance								
Education		**M**		**C**		**M**		
Carroll Will								
Curriculum & Technology								
Policy								
Personnel		**C**			**M**			**M**
Personnel								
Planning								
Community Relations								
Liaisons								
Library			**L**					
Borough Council					**L**			
PHS							**L**	
PTA				**L**				
CC Special Services						**L**		

M = Member; C = Chair; L = Liaison

Approved by unanimous voice vote.

"Reinventing the School" Committee is scheduled to meet next week. Committees will include: community members, staff and board members.

Personnel committee met prior to this meeting and another meeting is scheduled for June 22nd.

Carroll Will Committee met and a complete report will follow. The following information was shared:

Scholarship Funds	$106,000
School Project Funds	$45,000 to $ 50,000
Number of Applicants	24
Minimum Award	$650.00
Maximum Award	$20,000

APPROVE 5/11/10 AND 5/25/10 MINUTES

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

May 11, 2010

Ayes (4) Mr. Kabel, Mr. Doran, Mr. Iannucci, and Mrs. Hartson Stine Noes (0)
Abstain (3) Mrs. Perno, Mr. Barnett and Mr. Bohn Motion carries.

May 25, 2010

Ayes (4) Mr. Kabel, Mr. Iannucci, Mrs. Perno, and Mrs. Hartson Stine Noes (0)
Abstain (3) Mr. Barnett, Mr. Bohn and Mr. Doran Motion carries.

APPROVE PAYMENTS

Payments – Moved by Mr. Bohn, and seconded by Mr. Doran, that the board of education approve the following payment:

P 64	5-31-2010 Payroll	$169,039.80

APPROVE TRANSFERS

Approved by unanimous voice vote.

Transfer of Accounts - Moved by Mr. Bohn, and seconded by Mr. Doran, that the board of education approve the chief school administrator's recommendation to transfer funds from and to the following accounts for the month of May 2010:

ACCOUNT	***AMOUNT***	***ACCOUNT***	***AMOUNT***
11 401 100 500 Activities – purchase of services	50.00	11 401 100 600 Activities - supplies	50.00
11 000 100 566 Tuitions – private	37,535.00	11 000 100 562 Tuitions – other local school districts	37,535.00
11 190 100 610 Main – supplies	25.00	11 000 213 600 Health - supplies	50.00
11 000 291 241 Board Contribution to state retirement funds	12,200.00	11 000 291 220 Board contribution to social security	5,000.00
		11 000 291 290 Other benefits – payment for sick days	7,200.00

Approved by unanimous voice vote.

Approve Financials – Moved by Mr. Bohn, and seconded by Mr. Doran, that the board of education approve the April 2010 Financial Reports.

Pursuant to **N.J.A.C. 6A: 23A-16.10(c) 3,** I certify that as of April 2010, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the
amount appropriated by the Merchantville Board of Education pursuant to **N.J.S.A. 18A: 22-8.1** and **N.J.S.A. 18A: 22-8.2** and no budgetary line item account
has been over-expended in violation of **N.J.A.C. 6:23A-16.10(a) 1.**

APPROVE FINANCIALS

In accordance with **N.J.A.C. 6A: 23A-16.10 (c) 2**, it is certified that anticipated revenue has not changed for the months ending April 2010.
Approved by unanimous voice vote.
Pgs._____

Approve Tuition Contracts – Moved by Mr. Bohn, and seconded by Mr. Doran, that the board of education approve the following tuition contracts for the 2009-2010 school year:

APPROVE TUITION OUT CONTRACTS

Tuition No.	Placement	Tuition
TO #271	Pennsauken School District	$11,631.00
TO #274	Pennsauken School District	$18,877.00

Approved by unanimous voice vote.

CHIEF SCHOOL ADMINISTRATOR'S REPORT

APPROVE PRE-SCHOOL DISABLED PROGRAM

Moved by Mr. Doran, and seconded by Mr. Kabel, that the Board of Education approve the recommendation of the Chief School Administrator and members of the Child Study Team to establish a half-day Pre-School Disabled Program for school year 2010 - 2011.
Approved by unanimous voice vote.

APPROVE HOME-BOUND INSTRUCT.

Moved by Mr. Doran, and seconded by Mr. Kabel, that the Board of Education approve the recommendation of the Chief School Administrator and members of the Child Study Team to place a junior-high resource center student on homebound instruction for the remainder of school year 2010 - 2011. Ten hours of homebound instruction per week shall be provided at the prevailing rate of $33.25 per hour by selected junior high staff.
Approved by unanimous voice vote.

No open public comment**.**

ENTER CLOSED

Moved by Mr. Barnett, and seconded by Mr. Doran, that the Board of Education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss, 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. 8:13 p.m.
Approved by unanimous voice vote.

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Members Present: Mr. Kabel, Mr. Iannucci, Mr. Barnett, Mr. Bohn, Mr. Doran, Ms. Perno and Ms. Hartson-Stine

Members Absent: Ms. Engelke and Mr. Morrone

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

TOPICS DISCUSSED:

Seniority worksheet
RIF – Reduction in Force Personnel
Instructional Aide – seniority and tenure issues
Maternity request

RETURN TO OPEN SESSION

Moved by Mr. Doran, and seconded by Mr. Bohn, that the board of education approve to return to open session. 8:26 p.m.
Approved by unanimous voice vote.

APPROVE MATERNITY LEAVE FOR NETTLETON

Moved by Mr. Doran, and seconded by Ms. Perno, that the board of education approve a Maternity Leave requested by Mrs. Melissa Nettleton (K teacher), from September 1, 2010 to approximately January 1, 2011.
Ayes (6) Noes (1) Mr. Kabel Abstain (0) Motion carries.

ADJOURN

Moved by Mr. Bohn, and seconded by Mr. Doran, that the board of education approve to adjourn this meeting. 8:28 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary

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