MERCHANTVILLE BOARD OF EDUCATION MINUTES – DECEMBER 15, 2009

The Regular Meeting of the Merchantville School District Board of Education was held on Tuesday, December 15, 2009, at 7:30 p.m., in the Reading Center at Merchantville School.

The board president 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. Kabel, Mrs. Hartson–Stine, Mr. Morrone, Mr. Barnett, Mr. Bohn, Ms. Engelke, and Mrs. Perno

Members Absent: Mr. Doran and Mr. Loue

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. William Thompson, RSBA
Ms. Loretta Mansolino, Recording Secretary

Dr. Susan Roth, district's LDTC Teacher, and Ms. Jeanne Leise, district's social worker, Ms. Gail Ford, community member, were present.

PRESENTATION

Student Assessment and Professional Development

Mr. Swanson distributed charts and graphs with analyses of the 3rd through 8th grade test scores and discussion and explanation followed.
Dr. Roth offered an update on the district's professional development activities.
Differential Instruction has been a primary focus during half-days in-service time, and during mini-sessions.
Learnia assessments have been initiated with the students, and staff members are working on follow-up.
The Read 180 Program is running smoothly with a number of students dismissed recently.

- Test scores were compared to other districts with the same DFGs (district factor group) and the state means.
- DFGs (district factor groups) are calculated using the following six variables:
    a. Percent of adults with no high school diploma
    b. Percent of adults with some college education
    c. Occupational status
    d. Unemployment rate
    e. Percent of individuals in poverty
    f. Median family income
- Merchantville's district factor is a "DE"
- The small sample size of this district affects the entire percentage total
- At this time, other small district information is not available

Communications

a. Camden County Department of Education's letter following the NJQSAC meeting.

State of New Jersey

DEPARTMENT OF EDUCATION

Mr. William Thompson
School Business Administrator
Merchantville Elementary School
130 S. Centre Street
Merchantville, NJ 08109

Dear Mr. Thompson:

I'd like to thank you, the Superintendent, the Board of Education and your staff for the cordial welcome and cooperation I received as I inspected the Merchantville School for facility review as required by NJQSAC.

The Merchantville School District is commended for their efforts in maintaining a safe, clean environment for students who attend the districts' school. In particular, the Board of Education and the district's administrators are applauded for their ongoing efforts to improving the facilities.

In my inspection the following areas were noted that require repair and or removal of clutter:

Room 116	Pre-School Class – Check toilet for leak, ceiling tiles and floor tiles for repair
Room 115	Clear clutter from the bathroom
Room 119	Repair door tread which could be a tripping hazard
Room 207	Remove items hanging from the ceiling
Cafeteria	Remove items from the shelves in the storage area that do not meet requirements
Auditorium	Required - submit the certification for the stage curtain

The district is commended on its shared service with the Camden County Library System by providing space for both the students and residents of Merchantville.

Sincerely yours,

Rita M. Hanna, Ed.D.
Interim Executive County School Business Adm.
Camden County Office of Education

b. Administration thanked Mrs. Rettinger and the group of volunteers that worked at the H1N1 Vaccine Clinic on 12/12/2009 at Phifer Middle School.

c. District's activities are listed on the web site.

Unfinished Business

a. CSA's Contract – Reviewed by district's attorney, Mr. Wood, and then forwarded to the county, again.
b. Shared Services – January meeting date is not finalized.
c. Students' transfers to another classroom - No update.

Committee Reports

Personnel – met and reviewed job descriptions

Chief School Administrator Report

Use of Facilities – several requests pending.

Quarterly Status Report – distributed to all members

ITEMS FOR BOARD OF EDUCATION APPROVAL

Distributed - Revenue and a Fund Summary Report for November 2009.

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

P 29	Tuitions deducted from state aid	$4,263.50
P 30	December bill run	$171,906.84
P 31	Tuitions deducted from state aid	$13,220.20
P 32	11-30-09 Payroll	$159,398.23

APPROVE PYMTS.

Approved by unanimous voice vote.
Pgs._____

APPROVE FINANCIALS

Approve November 2009 Financials – Moved by Mr. Kabel, and seconded by Mr. Bohn, that the board of education approve the following:

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

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

_____ _____

William Thompson, Business Administrator Date

Approved by unanimous voice vote.
Pgs._____

Approve Transfers - Moved by Mr. Kabel, and seconded by Mr. Bohn, that the board of education approve the Chief School Administrator's recommendation to transfer funds from and to the following accounts for October and November 2009:

11 000 219 320 Support Services – contracted services	20.00	11 000 219 592 Support Services – miscellaneous purchases	20.00
11 190 100 500 Other purchase of services	300.00	11 000 230 530 Communications	300.00
11 190 100 610 General supplies	600.00	11 230 100 610 Basic Skills – work book series	600.00
11 401 100 800 Cocurriculars – other objects	55.00	11 401 100 500 Cocurriculars – purchase of services	55.00

Approved by unanimous voice vote.

APPROVE GROHE AS CONTRACTED NURSE

Approve Mrs. Grohe to provide contracted nursing services – Moved by Mr. Kabel, and seconded by Mr. Bohn, that the board of education approve Mrs. Catherine Grohe, Merchantville, NJ, to provide nursing services for the district, on an as-needed basis for the remainder of the 2009-2010 school year.
Approved by unanimous voice vote.

APPROVE TO RENEW SAFETY BUS SERVICE CONTRACT

Approve Safety Bus Service Transportation Contract – Moved by Mr. Kabel, and seconded by Mr. Bohn, that the board of education approve to renew the transportation contract with Safety Bus Service, Inc., Pennsauken, NJ, for the 2009-2010 school year. This contract covers the transporting of Merchantville students to/from Pennsauken High School. The contract totals $39,603.60, and the details follow:

Route #1	$110.01 per diem	$19,801.80
Route #2	$110.01 per diem	$19,801.80

Approved by unanimous voice vote.

APPROVE SALARIES CHARGED TO GRANTS FOR 2008-2009SY

Approve Salaries charged to Grants for the 2008-2009 school year – Moved by Mr. Kabel, and seconded by Mr. Bohn, that the board of education approve the following salaries charged to

grants for the 2008-2009 school year – ECPA – Early Childhood Program Aid – Pre School and NCLB – No Child Left Behind, as listed below:

Employee's Name	2008-2009 Salary	20 223P 100 101 ECPA Pre-K Teacher's Salaries	20 223P 100 106 ECPA Pre-K Salaries Other Instructor	20 231 100 100 NCLB Salaries	11 LEA Salaries LEA	Verification
Batterman	84,163.00	71,831.00			12,332.00	84,163.00
Wurster	28,250.00		12,732.00		15,518.00	28,250.00
Brill/Monahan	55,655.00			18,366.20	37,288.80	55,655.00
Lane	78,927.00			26,046.00	52,881.00	78,927.00
Sasser/McCourt	54,536.00			23,995.80	30,540.20	54,536.00
Salaries	**301,531.00**	**71,831.00**	**12,732.00**	**68,408.00**	**120,710.00**	**301,531.00**

Approved by unanimous voice vote.

APPROVE MAKOFSKY AS LONG TERM SUB.

CHIEF SCHOOL ADMINISTRATOR

Moved by Ms. Engelke, and seconded by Mr. Kabel, that the board of education approve the recommendation of the Chief School Administrator to appoint Ms. Julia Makofsky as a permanent long term substitute in the lower resource center program for the remainder of the school year. Ms. Makofsky will continue on the salary guide at an MA Step 1, $54,717, and she would be eligible for benefits, as per the unit agreement effective February 1, 2010.

Roll call vote:

Ayes (7) Noes (0) Abstain (0) Motion carries.

APPROVE JOB DESCRIPTIONS

Moved by Mr. Bohn, and seconded by Mr. Kabel, that the Board of Education approve the recommendation of the Chief School Administrator and members of the Personnel Committee to approve the revised job descriptions as outlined.

Speech - Language Specialist

English Language Services Teacher / English As A Second Language Teacher

Superintendent / Chief School Administrator / Principal

School Business Administrator

Auditor

Athletic Coach

Treasurer of School Monies

Executive Secretary for the Chief School Administrator

School Secretary
Approved by unanimous voice vote.

APPROVE JOB DESCRIPTIONS

No public comment.

Moved by Mr. Bohn, and seconded by Mr. Kabel, that the Board of Education adjourns, by Resolution, into Closed Session, from which the general public is excluded, to discuss possible litigation. The results of this session will be made public immediately after, or as soon thereafter, as a decision is reached, if permitted by law. 9:14 p.m.
Approved by unanimous voice vote.

ENTER CLOSED

Members Present: Mr. Kabel, Mrs. Hartson–Stine, Mr. Morrone, Mr. Barnett, Mr. Bohn, Ms. Engelke, and Mrs. Perno

Members Absent: Mr. Doran and Mr. Loue

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. William Thompson, RSBA
Ms. Loretta Mansolino, Recording Secretary

ENTER CLOSED

Topic Discussed:

The suit filed by a Merchantville student's parents regarding services that were to be provided by the Pennsauken School District has settled. Pennsauken District will provide all required services and pay all court and legal fees. Merchantville District was not liable for any services or fees in this suit.

RETURN TO OPEN SESSION

Moved by Mr. Kabel, and seconded by Mr. Bohn, that the board of education to approve to return to open session. 9:15 p.m.
Approved by unanimous voice vote.

ADJOURN

Moved by Mr. Morrone, and seconded by Mr. Bohn, that the board of education to approve to adjourn this meeting. 9:16 p.m.
Approved by unanimous voice vote.

_____
Loretta Mansolino, Recording Secretary

MERCHANTVILLE BOARD OF EDUCATION MINUTES – DECEMBER 15, 2009