MERCHANTVILLE BOARD OF EDUCATION MINUTES – JUNE 28, 2011

The Merchantville Board of Education Meeting was held on Tuesday, June 28, 2011, at 7:30 p.m., in the Reading Center of the 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.

Members Present: Mr. Kabel, Mr. Iannucci, Mr. Bohn, Mrs. Hartson Stine, (7:50 p.m.) Mrs. Perno and Mr. Doran

Members Absent: Mr. Barnett, Ms. Engelke, and Mr. Morrone

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. William H. Thompson, Business Administrator
Mr. Timothy Wood, Interim Superintendent/Principal
Ms. Loretta Mansolino, Recording Secretary

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

Mr. McNamara, Hardenbergh Insurance Group, reviewed the insurance proposal he submitted to Mr. Thompson for board approval. Discussed: this is a three year contract which includes additional coverage, reduced deductibles, and a return of dividends.

Mr. Evaul, community member, was advised that the county superintendent approved for the board to hire a full time superintendent/principal.

Congratulations to the eighth grade graduates. Thanks to all involved in making the Graduation Ceremony and evening activities enjoyable events.

School Choice Update

14 students for next school year – various grade levels
9 new applicants
5 are the present tuition in students
Per DOE, at present, per student tuition is $8,719.00

Send/Receive Issue - demographer needs more data

Use/Changes to the Athletic Field – will be discussed at the next meeting

COMMITTEES

Buildings and Grounds

A nonprofit group, that includes Dr. Adam Gillis and members of the Wesley Family, is interested in upgrading the gymnasium. Discussion with the group and the district's buildings and grounds committee included: the nonprofit group will handle all of the details involved in these upgrades – discussed: – restoration of the floor, new

bleachers, new sound systems and new score board – locations of naming rights – guaranteed funds and a contract.

Personnel
At the next meeting, administration will have a recommendation for appointments for the following job openings – part time preschool teacher and per diem school psychologist.

Education
By September, some of the district's policies must be updated.

Carroll Will
Mr. Swanson, Mr. Bohn and PNC Personnel met regarding the distribution of this year's funds:

General information:
- Approximately $96,000 available for scholarships
- Approximately $40,000 available for enrichment programs
- Twenty three (23) applications for scholarship funds
- Twelve (12) applicants received the $650.00 minimum scholarship
- Other applicants received scholarships for amounts that varied between $1,000 to $23,000

APPROVE 5/24/2011 AND 6/14/2011 MINUTES

Moved by Mr. Kabel, and seconded by Mrs. Hartson-Stine, that the board of education approve the Regular and Closed Session Minutes for the May 24, 2011 and June 14, 2011 Board Meetings.

May 24, 2011
Ayes (4) Noes (0) Abstain (2) Mrs. Hartson-Stine and Mrs. Perno
Motion carries.

June 14, 2011
Ayes (4) Noes (0) Abstain (2) Mr. Doran and Mrs. Perno
Motion carries.

APPROVE PAYMENTS

Payments – Moved by Mr. Doran, and seconded by Mrs. Hartson-Stine, that the board of education approve the following payments:

P 53	May 31, 2011 Payroll & Unemployment Payment	$154,374.69
P 54	Tuitions, Debt Service Payments and Return of Non Public Funds	$42,289.50
P 55	June Bill Run	$183,844.73
P 56	June 16, 2011 Payroll	$155,159.89
P 57	June 20, 2011 Payroll	$145,203.78
P 58	Commission for the Blind Services	$432.00

Approved by unanimous voice vote.

Transfers - Moved by Mr. Doran, and seconded by Mrs. Hartson-Stine, that the board of education accept the recommendation of the chief school administrator, and approve the following transfer of funds for May 2011 and June 2011:

FROM ACCOUNT	AMOUNT	TO ACCOUNT	AMOUNT
11 000 100 565 Tuition – County Special Services School	12,000.00	11 000 230 331 Legal Services	12,000.00
11 000 261 610 Supplies - Maintenance	1,000.00	11 000 261 420 Contracted Services – Maintenance	1,000.00
11 190 100 500 Regular Program – Purchase of Service	200.00	11 150 100 320 Home Bound Instruction	200.00
11 000 216 100 Salaries - Speech	300.00	11 240 100 320 Purchase of Service – Bilingual Instruction	300.00
11 000 230 585 BOE – Travel	150.00	11 000 230 530 Communications & Telephone	150.00

Approved by unanimous voice vote.

APPROVE TRANSFERS

Set Cafeteria Prices for 2011-2012 - Moved by Mrs. Hartson-Stine, and seconded by Mrs. Perno, that the Board of Education approve to set the following prices for the cafeteria, effective September 2011.

SET CAFETERIA PRICES

	2011-2012
Adult Lunch	$4.00
Adult Breakfast	$1.75
Student Lunch	$2.50
Student Breakfast	$1.25
Student Reduced Lunch	$ .40
Student Reduced Breakfast	$ .30
Special Milk	$ .25

Approved by unanimous voice vote

APPROVE MAY FINANCIALS

Approve Financials – Moved by Mrs. Hartson-Stine, and seconded by Mrs. Perno, that the board of education approve the May 2011 Financial Reports.

Pursuant to **N.J.A.C. 6A: 23A-16.10(c) 3,** I certify that as of May 2011, 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.**

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 May 2011.
Approved by unanimous voice vote.
Pgs._____

APPROVE TRANSFER OF FUNDS TO FUND 40

Approve to transfer funds from Fund 10 to Fund 40 – Moved by Mrs. Hartson-Stine, and seconded by Mrs. Perno, that the board of education approve the transfer of $51,053 from Fund 10 (General Fund) Undesignated/Unreserved Fund Balance to Fund 40 (Debt Service Fund) to cover the deficit in this account.
Approved by unanimous voice vote.

APPROVE HARDEN-GERGH AS INSURANCE BROKER OF RECORD

Approve to Appoint Hardenbergh Insurance Group as Broker of Record – Moved by Mrs. Hartson-Stine, and seconded by Mrs. Perno, that the board of education approve the appointment of the Hardenbergh Insurance Group, Voorhees, New Jersey, as one of the district's insurance broker of record for property, casualty, automobile, liability anc student accident insurance, effective July 1, 2011.
Approved by unanimous voice vote.

APPROVE TO ENTER BCIPJIF

Approve to be a Member of the Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) – Moved by Mrs. Hartson-Stine, and seconded by Mrs. Perno, that the board of education approve to enter the Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) to participate in the fund with respect to property, casualty, automobile, liability and student accident insurance, effective July 1, 2011.
Approved by unanimous voice vote.

CHIEF SCHOOL ADMINISTRATOR'S REPORT

APPROVE CONTRACTS AS LISTED

Approve Various Contracts – Moved by Mrs. Perno, and seconded by Mr. Iannucci, that the board of education approve the chief school administrator's recommendation to approve the contracts as listed below:

SERVICE PROVIDED	VENDOR	TERMS	FEES	NOTES
Educational Services	Commission for the Blind	2011-2012 School Year	$1,700,00	Mandated in Student's IEP
Discounts on Telecommunications and Internet Services	E-Rate Services Agreement	Varies by the date that the form is due	$1,290.00	Consultants for communication services, etc.
Consulting Service for the District's Food Service Program	Edvocate, Inc.	July 1, 2011 To June 30, 2012	$3924.00 ($327.00 per month)	$72.00 increase from prior school year

Approved by unanimous voice vote.

APPROVE EXTENDED SCHOOL YEAR PROGRAM

Approve Preschool Extended School Year (ESY) Program for summer 2011 – Moved by Mrs. Perno, and seconded by Mr. Iannucci, that the board of education approve the chief school administrator's recommendation to have a Preschool Extended School Year Program (ESY), with special services as mandated, for summer 2011.

July 5th through August 4th – 20 days
Monday through Thursday each week
9:00 a.m. to 11:30 a.m.

APPROVE PAYROLL AND CONTRACTED SERVICES

For six (6) students, as mandated in their IEP's
One teacher and one aide
Eastern Rehabilitation – Speech Services
2 xs's a week – 2 hours per day – 4 hours per week

Furthermore, to approve the following payroll and contracted services associated with the Preschool Extended School Year Program:

Employee or Vendor	Job Description	Rate of Pay	Number of Hours	Number of Days
Batterman, Caren	Teacher	$39.15 per hour	3.25 hours per day	20 days
Casey, Lisa	Aide	$14.61 per hour	3.25 hours per day	20 days
Eastern Rehabilitation	Speech Services	$80.00 per hour	4 hours per week	8 days

Approved by unanimous voice vote.

APPROVE EXTENDED SCHOOL YEAR PROGRAMS

Approve Extended School Year Programs – Moved by Mrs. Perno, and seconded by Mr. Iannucci, that the board of education approve the chief school administrator's recommendation to provide extended school year educational services, occupational therapy, speech therapy, or physical therapy, as mandated, and transportation for the following students for summer 2011.

Tuition Out Number	School District	Dates	Transportation	Number of Days
#101	Bankbridge	7/11 – 8/11	Yes	Mon – Friday
#176	Bankbridge	7/11 – 8/11	Yes	Mon – Friday
#193	Katzenbach	7/5 – 8/5	Monday & Friday	Residential
#267	BCSSSD	7/1 – 7/29	Yes	Mon - Friday
#282	BCSSSD	7/1 – 7/29	Yes	Mon - Friday
#274	Pennsauken	Details not finalized	Not Finalized	Not Finalized

#82	Kingsway	7/5 – 8/5	Yes	Mon – Thurs
#266	Palmyra – Delaware Ave. School	7/6 – 8/3	No	Mon - Friday
#268	East Mountain School	Details not finalized	No	Residential

Approved by unanimous voice vote.

Approve Summer College Course –Moved by Mr. Iannucci, and seconded by Mrs. Perno, that the board of education approve the following summer college course request:

APPROVE SUMMER COURSE REQUESTS FOR LAJEUNESSE AND WALDRON

Ms. Patrice LaJeunesse –
University of the Arts - $995.00 – 3 credit course –
"Artists Book – Digital Books" - 5 day course
University of the Arts - $970.00 – 3 credit course -
"Photoshop for Educators, Level 1 – 5 day course

Mr. Shawn Waldron
University of Scranton - $1,320.00 – 3 credit course –
"Advance Educational Psychology" – online course

Approved by unanimous voice vote.

APPROVE MOVEMENT ON GUIDE FOR HELLMAN

Approve Movement on the Salary Guide – Moved by Mr. Iannucci, and seconded by Mrs. Perno, that the board of education approve the following movement on the salary guide to reflect additional education credits earned, effective September 1, 2011.

Mrs. Joanna Hellman – MA – Step 17 - $90,013.00

Approved by unanimous voice vote.

APPROVE PAY RATES FOR 2011 - 2012 SY

Approve the Following Payroll Rates for the 2011-2012 School Year - Moved by Mr. Iannucci, and seconded by Mrs. Perno, that the board of education approve the chief school administrator's recommendation to set the following pay rates for the 2011-2012 school year:

JOB DESCRIPTION	RATES
Homebound Instruction	$33.25 per hour
Substitute Teachers	$80.00 per day
Substitute Aides in Classroom, cafeteria or recess periods	$ 9.50 per hour
Substitute Nurses	$33.25 per hour
Substitute Secretary	$12.00 per hour
Curriculum Development	$30.00 per hour

In-house aides substituting for another aide	Same hourly rate as contracted position - $12.90 to $15.26 per hour
Summer Tutoring	$30.00 per hour
In-house Translator-Spanish	$30.00 per hour

APPROVE INTERN-SHIP FOR CONNELL -CARLISLE

Approved by unanimous voice vote.

Approve internship for Mrs. Connell Carlisle - Moved by Mr. Kabel, and seconded by Mr. Doran, that the Merchantville Board of Education approve the recommendation of the Chief School Administrator and members of the Child Study Team to provide a supervised internship field experience for Mrs. Lindsey Connell Carlisle under the auspices of Capella University during school year 2011 – 2012.

APPROVE FRONTLINE (AESOP) CONTRACT

Approved by unanimous voice vote.

Approve Various Contracts –Moved by Mr. Doran, and seconded by Mr. Iannucci, that the board of education approve the chief school administrator's recommendation to approve the following contract:

SERVICE PROVIDED	VENDOR	TERMS	FEES	NOTES
Contact Substitutes	FRONTLINE Technology – Aesop	2011 - 2012 School Year	Annual Fee – $2,002.50 Set up Fee – $250.00 Web Based Training Fee – $250.00	New contracted service agreement

Approved by unanimous voice vote.

ENTER CLOSED SESSION

Moved by Mr. Iannucci, and seconded by Mrs. Hartson-Stine, that the Board of Education adjourn, by Resolution, into Closed Session, from which the general public is excluded, to discuss, personnel, negotiations, 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. 9:00 p.m.

Approved by unanimous voice vote.

Members Present: Mr. Kabel, Mr. Iannucci, Mr. Bohn, Mrs. Hartson Stine, (7:50 p.m.) Mrs. Perno and Mr. Doran

Members Absent: Mr. Barnett, Ms. Engelke, and Mr. Morrone

Also Present: Ms. Loretta Mansolino, Recording Secretary

Topics:

CSA – Criteria, process, timelines, cost factors, etc.

RETURN TO OPEN SESSION

Moved by Mr. Doran, and seconded by Mr. Iannucci, for the board of education to approve to return to open session. 10:25 p.m.
Approved by unanimous voice vote.

APPROVE AD IN STAR LEDGER

Moved by Mr. Iannucci, and seconded by Mrs. Hartson-Stine, for the board of education to approve an expenditure of $1,468.00 to the Star Ledger for the placement of the Superintendent/Principal help wanted ad.
Approved by unanimous voice vote.

ADJOURN

Moved by Mrs. Perno, and seconded by Mr. Iannucci, that the board of education approve to adjourn this meeting. 10:25 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary

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