MERCHANTVILLE BOARD OF EDUCATION MINUTES
REORGANIZATION MEETING MAY 10, 2011

The Reorganization Meeting of the Merchantville Board of Education Meeting was held on Tuesday, May 10, 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: Mrs. Perno, Ms. Engelke, Mr. Iannucci, Mr. Bohn, Mr. Barnett, and Mrs. Hartson-Stine

Members Absent:

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. William Thompson, Business Administrator/Board Sec.
Ms. Loretta Mansolino, Recording Secretary

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

For full three (3) year term:

210	Votes	Stephen Morrone
200	Votes	Henry Kabel
160	Votes	Terrence Doran

General Fund - $3,838,282.

172	Yes	Votes
89	No	Votes

Mr. Thompson, Board secretary, swore in the re-elected board members.

Terrence Doran Henry Kabel Stephen Morrone

Members were given a copy of the Code of Ethics**.**

REORGANIZATION OF THE BOARD OF EDUCATION
NOMINATION OF PRESIDENT AND ELECTION OF PRESIDENT

The Board Secretary opens the floor to nominations for the Office of the President of Merchantville Borough Board of Education.

OPEN FLOOR TO NOMINATE PRESIDENT

Moved by Mrs. Perno, and seconded by Mrs. Hartson-Stine, for the board of education to open nominations for the position of President.
Approved by unanimous voice vote.

BOHN NOMINATED FOR PRESIDENT

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

MORRONE NOMINATED FOR PRESIDENT

Moved by Mrs. Perno, and seconded by Mr. Barnett, to nominate Mr. Morrone, to serve as President.
Approved by unanimous voice vote.

NOMINATIONS CLOSED

Moved by Mrs. Hartson-Stine, and seconded by Mr. Kabel, to close the nominations for President.
Approved by unanimous voice vote.

VOTE FOR BOHN AS PRESIDENT

The Board Secretary calls for a roll call vote on the election of Mr. Bohn, as President of the Board of Education for a term of one year, commencing May 10, 2011, and until his/her successor is elected and shall qualify.
Roll call vote:
Ayes (5) Ms. Engelke, Mr. Kabel, Mr. Iannucci, Mrs. Hartson-Stine, and Mr. Bohn.
Noes (0) Abstain (0) Motion Carries.

VOTE FOR MORRONE AS PRESIDENT

The Board Secretary calls for a roll call vote on the election of Mr. Morrone, as President of the Board of Education for a term of one year, commencing May 10, 2011, and until his/her successor is elected and shall qualify.
Roll call vote:
Ayes (4) Mr. Barnett, Mr. Doran, Mrs. Perno and Mr. Morrone
Noes (0) Abstain (0) Motion Carries.

BOHN ELECTED PRESIDENT

The Board Secretary then declares Mr. Bohn elected to the Office of President and yields the chair to the President.

NOMINATION OF VICE PRESIDENT AND ELECTION OF VICE PRESIDENT

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

OPEN FLOOR TO NOMINATE VP

Moved by Mrs. Hartson-Stine, and seconded by Mr. Kabel**,** to open nominations for the position of Vice President.
Approved by unanimous voice vote.

MORRONE NOMINATED TO VP

Moved by Mrs. Hartson-Stine, and seconded by Mr. Kabel, to nominate Mr. Morrone, to serve as Vice President.
Approved by unanimous voice vote.

NOMINATIONS CLOSED

Moved by Mrs. Perno, and seconded by Mrs. Hartson Stine to close the nominations for Vice President.
Approved by unanimous voice vote.

The Board Secretary calls for a roll call vote on the election of Mr. Morrone, as Vice President of the Board of Education for a term of one year, commencing May 10, 2011, and until his/her successor is elected and shall qualify.

MORRONE ELECTED V P

Roll call vote:
Ayes (9) _ Mrs. Perno, Ms. Engelke, Mr. Iannucci, Mr. Bohn, Mr. Barnett, Mrs. Hartson-Stine, Mr. Kabel, Mr. Doran and Mr. Morrone.
Noes (0) Abstain (0) Motion carries.

The President then declares Mr. Morrone to the office of Vice President.

APPOINTMENT OF COMMITTEES - President requested that members submit requests to him. Negotiations Committee will retain the same members.

APPT. DORAN AS PBOE REPRESENT.

Liaison to Pennsauken Board of Education – Moved by Mrs. Hartson-Stine, and seconded by Mr. Morrone, that the Board of Education approve the appointment of Mr. Terrence Doran, as the liaison to the Pennsauken Board of Education.
Approved by unanimous voice vote.

APPOINTMENTS AND DESIGNATIONS

Resolution Awarding Contracts -Moved by Mr. Bohn, and seconded by Mr. Kabel, for the board of education to approve the Resolution authorizing the awarding of contracts for "professional services" for a one-year term commencing May 10, 2011, until the Reorganization of the Board of Education, without competitive bidding:

AWARD PROFESSIONAL CONTRACTS

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 H. Thompson

6. **Regulatory Services**
   PARS Environmental

7. **Purchasing Agent**
   William H. Thompson

AWARD PROFESSIONAL

8. Architect of Record
Lammey and Giorgio)

9. Engineer of Record
Remington and Vernick

10. Official Newspapers
The Courier Post & the Retrospect

Approved by unanimous voice vote.

CONTRACTS

Regular Meeting Dates - Moved by Mr. Morrone, and seconded by Mrs. Hartson-Stine, that the board of education approve to their hold Regular Meetings on the second and the fourth Tuesday of each month in the Reading Center at Merchantville School and Public Library.

APPROVE MEETING DATES

PUBLIC NOTICE

DRAFT:

At its Annual Reorganization Meeting held on Tuesday, May 10, 2011, 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 10, 2011	May 24, 2011
June 14, 2011	June 28, 2011
July 12, 2011	July 26, 2011
August 09, 2011	August 23, 2011
September 13, 2011	September 27, 2011
October 11, 2011	October 25, 2011
November 08, 2011	November 22,2011
December 13, 2011	
January 10, 2012	January 24, 2012
February 14, 2012	February 28, 2012
March 13, 2012	March 27, 2012
April 10, 2012	April 24, 2012

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.

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:
Merchantville Board of Education
William H. Thompson, Board Secretary

Approved by unanimous voice vote.

APPROVE POLICY STMT.

Policy Statements – Moved by Mr. Morrone, 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.

APPROVE DEPOSIT. OF SCHOOL FUNDS

Depository of School Funds – Moved by Mr. Kabel, 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

Approved by unanimous voice vote.

APPROVE CHECK SIGNERS FOR DISTRICT'S ACCOUNTS

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

Currently:

Account #	**Fund**	**Signatory's Title**
591 002736	Warrant	Board President Board Vice-president Business Administrator Board Secretary

			Chief School Administrator (3 signatures required)
APPROVE CHECK SIGNERS FOR DISTRICT'S ACCTS.	591 002752	Payroll/Agency	Board Secretary Business Administrator (1 signature required)
	4 282015943	Payroll/Salary	Board Secretary (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 by unanimous voice vote.

District Assignments – Moved by Ms. Engelke, and seconded by Mrs. Hartson-Stine, that the Board of Education approve the following reappointment of district assignments:

APPROVE DISTRICT ASSIGNMENTS

Affirmative Action Officer	CSA
504 Compliance Officer	CSA
Health/Safety Compliance Officer	School Nurse
Title IX Coordinator (sports)	Physical Education Teacher
Right to Know Officer	PARS Environmental
ADA Coordinator	CSA
Official Bargaining Units	Merchantville Education Association
Open Public Record Agent	Board Secretary
Student Records	Social Worker
Integrated Pest Management Officer	CSA

Approved by unanimous voice vote.

APPROVE TO REINSTATE PETTY CASH ACCOUNTS

Petty Cash Fund – Moved by Mr. Barnett, and seconded by Mrs. Hartson-Stine, that the Board of Education approve to reinstate the following petty cash account for the 2011 -2012 school year, effective July 1, 2011:

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

Approved by unanimous voice vote.

APPROVE TO USE ELECTRONIC TRANSFERS

Approval to Use Wire Transfers - Moved by Mr. Barnett, and seconded by Mrs. Hartson Stine, 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 by unanimous voice vote.

APPROVE TAX SCHEDULE

Approval of Taxes Schedule – Moved by Mr. Barnett, and seconded by Mrs. Hartson-Stine that the board of education approve quarterly tax scheduled payments submitted by the borough as follows:

May 2011 – August 2011 – November 2011 – February 2012
Approved by unanimous voice vote.

Appointment of a Qualified District Purchasing Agent

APPROVE TO APPOINT PURCHASING AGENT

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

RESOLUTION

USE OF STATE CONTRACTS

Moved by Mrs. Perno, and seconded by Mr. Iannucci, 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 $36,000.00; 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

APPROVE TO APPOINT A PURCHASING AGENT

WHEREAS, William H. 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 $36,000.00; and be it further

RESOLVED, that the governing body hereby appoints William H. 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 H. Thompson's certification to the Director of the Division of Local Government Services.

I, William H. Thompson, Secretary 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 May 10, 2011.

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Approved by unanimous voice vote.

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Mrs. Meachum, PTA President, next school year, the PTA members would like to take a more active role in attempting to resolve the district's bullying issues.

Mr. Evaul, community member, was advised that May 16, 2011 was the deadline to submit a Choice School Student's Application. The choice child's home district provides transportation, and aid in lieu of transportation payment is not resolved.

School Choice Update – To date, seventeen (17) applications were filed. Five (5) of these numbers are the current tuition-in students. On May 23, 2011, there is an administrative meeting for all new choice school districts. State aid reimbursement for choice students will be approximately $8,900.

Send/Receive Issue - Demographer's are gathering data for the requested reports.

Education Issue - still not resolved

Merchantville Moving Forward Committee

Mr. Bohn: Committee was formed last summer and developed the following agenda issues:

1. Combining of classes
2. Finding school sponsors and increasing the fees for the Use of Facilities
3. Alternative funding sources

Now that Merchantville is a "choice school", alternative funding sources are not needed.

Administration feels that combining classes is not practical. Extra staff member could not be used to supplement other educational needs.

Committee will be disbanded.

Mr. Bohn requested reimbursement for a parent who is serving as the Year Book Advisor.

The Conduct/Discipline Policy #5131 which includes Bullying Issues should be reviewed and updated before the start of school.

MINUTES – Moved by Mrs. Perno, and seconded by Mrs. Hartson-Stine, that the board of education approve the regular and closed session minutes for the following meeting: April 12, 2011

APPROVE 4/12/2011 MINUTES

Approved by unanimous voice vote.

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

APPROVE PAYMENTS

P 47	April Bill Run	$240,235.16
P 48	April 30th Payroll	$142,848.73

Approved by unanimous voice vote.

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

APPROVE TRANSFERS

FROM ACCOUNT	AMOUNT	TO ACCOUNT	AMOUNT
11 150 100 500 Home Instruction – purchases of services	150.00	11 150 100 320 Home Instruction – contracted instruction	150.00
11 000 213 500	1040.00	11 000 213 100A	1000.00

Health Services – purchases of services		Health Services – Substitute nurses	
		11 000 213 600 Health Services - supplies	40.00
11 000 240 300 School Administration – Professional & Tech. Services	200.00	11 000 230 530 School Administration – Communications	200.00
11 190 100 500 Regular Instruction – Purchases of Services	2000.00	11 000 230 339 Gen'l Administration Purchases of Services – Negotiator	1000.00
		11 000 230 590 Gen'l Administration – Election Fees	1000.00

Approved by unanimous voice vote.

APPROVE MEMBER-SHIP IN CCEL

Interschool Athletic Program **–** Moved by Mr. Iannucci, and seconded by Mrs. Hartson-Stine, that the board of education approve the district's membership in the Camden County Elementary League for sports activities.
Approved by unanimous voice vote.

APPROVE CCESS FOR SERVICES

Educational Services Commission- Moved by Mr. Morrone, and seconded by Mrs. Perno, 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 2011 -2012 school year.

Special Education Transportation
Non-Public Transportation
Aide in Lieu of Transportation
Vocational Transportation
PL 192-193 Funds
Aid in Lieu of Transportation
Purchased Educational Services
Related Therapy Services
Independent Child Study Team Evaluation
Homebound Instruction

APPROVE DORAN AS REP.

Approved by unanimous voice vote.

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 - Mr. Terrence Doran

Approved by unanimous voice vote.

Tuition Agreement with Pennsauken High School - Moved by Mr. Kabel, and seconded by Ms. Engelke, that the Board of Education approve to enter into a 2011 -2012 tuition agreement with Pennsauken High School:

APPROVE PENNSUAKEN TUITION AGREEMENT

Effective September 2011 through June 30, 2012
To provide educational services to Merchantville Students
At a cost of $9,434.00 per student - For fifty-five (55) students
Contract total: $518,870.00.

Ayes (5) Mr. Iannucci, Ms. Engelke, Mr. Barnett, Mrs. Perno, Mr. Kabel, and Mr. Bohn
Noes (2) Mr. Morrone and Mrs. Hartson Stine Abstain (0) Motion Carries.

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 2011-2012 school year, on an as needed basis, and the compensation rates are listed in the contract.
Approved by unanimous voice vote.

APPROVE PORZIO BROMBERG AND NEWMAN CONTRACT

Motion to Set Cafeteria Prices for 2011-2012 was tabled.

CHIEF SCHOOL ADMINISTRATION REPORT

Approve 2011-2012 school calendar - Moved by Mrs. Hartson-Stine, and seconded by Ms. Engelke, that the Board of Education approve the recommendation of the Chief School Administrator regarding the school calendar for school year 2011 – 2012, as presented.
Approved by unanimous voice vote. .

APPROVE 2011 - 2012 CALENDAR

Accept Dr. Lehrer's Resignation Letter - Moved by Mrs. Perno, and seconded by Mrs. Hartson-Stine, that the Board of Education approve the recommendation of the Chief School Administrator and members of the Child Study Team to accept Dr. Robert Lehrer's Letter of Resignation, effective June 30, 2011 – with regrets.
Approved by unanimous voice vote.

ACCEPT DR. LEHRER'S RESIGN.

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

APPROVE CLASS TRIPS

Tinnicum Park	- 30 Students
(Naturalist Club)	- 2 Teachers
May, 2010	- 3 Chaperons
Ground For Sculpture	- 33 Students
(2nd Grade Art-A-Facts Trip)	- 3 Teachers
May, 2010	- 4 Chaperons

Wizard of Oz	- 45 Students
(1st Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 6 Chaperons
Wheaton Village	- 37 Students
(4th Grade Field Trip)	- 2 Teachers
May, 2010	- 8 Chaperon
Fort Mifflin	- 32 Students
(8th Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 4 Chaperons
Adventure Aquarium	- 38 Students
(7th Grade Field Trip)	- 2 Teachers
May, 2010	- 6 Chaperon
Philadelphia Museum of Art	- 34 Students
(3rd Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 8 Chaperons
Font Hill / Mercer Museum	- 30 Students
(5th Grade Art-A-Facts Trip)	- 2 Teachers
May, 2010	- 4 Chaperon
Liberty State Park	- 31 Students
(6th Grade Field Trip)	- 2 Teachers
May, 2010	- 5 Chaperon
Learn-to-Swim Program	- 30 Students
(6th Grade)	- 2 Teachers
June, 2010	- 0 Chaperon
Student Council / NJHS	- 27 Students
(Field Trip)	- 4 Teachers
June, 2010	- 0 Chaperon
Playdome (DARE Graduation)	- 31 Students
(5th Grade Field Trip)	- 2 Teachers
June, 2010	- 0 Chaperon
Band & Choir	- 60 Students
(Field Trip)	- 2 Teachers
June, 2010	- 8 Chaperons
Please Touch Museum	- 34 Students
(Kindergarten Field Trip)	- 3 Teachers
June, 2010	- 5 Chaperons

Approved by unanimous voice vote.

APPROVE SUMMER MUSIC PROGRAM

Approve Summer Music Program – Moved by Mr. Barnett, and seconded by Mr. Morrone, that the board of education approve the 2011 – Summer Music Program funded by the Marie J. Carroll Foundation, at a cost of $1,500.00.
Dates and times - June 27, 2011 to July 14, 2011, from 9:00 a.m. to 12:00 p.m.
Approved by unanimous voice vote.

ENTER CLOSED SESSION

Recess Into Closed Session - Moved by Mrs. Hartson-Stine, and seconded by Mr. Iannucci, 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. 9:25 p.m.
Approved by unanimous voice vote.

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

Members Absent: Mr. Doran

Also Present: Mr. Christian Swanson, Chief School Administrator
Mr. William Thompson, Business Administrator/Board Sec.
Ms. Loretta Mansolino, Recording Secretary

Topics:

Send – Receive

- One of the districts's included in the demographic study will only release information through an OPRAH request.

Negotiations –

- Reappointment procedures discussion with the board's attorney.
- Pro-rated tuition reimbursement
- Salary guide
- Payment for tuition reimbursement
- Bereavements Clause
- Payment for unused sick days
- Payments for unused sick days to deceased employee's estates
- Number of prep periods per week
- Salaries

RETURN TO OPEN SESSION

Resumption of the Public Portion of the Meeting - Moved by Mr. Morrone, and seconded by Mr. Barnett that the board of education approve to return to open session. 10:08 p.m.
Approved by unanimous voice vote\

APPROVE 2011 - 2012 APPTS.

APPROVE 2011-2012 APPOINTMENTS - Moved by Mr. Morrone, and seconded by Mrs. Hartson-Stine, that the Board of Education approve the recommendation of the Chief School Administrator to appoint / re-appoint all professional / support staff for the 2011 – 2012 school years, per the attached sheet with the adjustments discussed.

Ayes (8) Mrs. Perno, Ms. Engelke, Mr. Iannucci, Mr. Kabel, Mr. Barnett, Mrs. Hartson-Stine, Mr. Morrone and Mr. Bohn

Noes (0) Abstain (0) Motion carries.

Pg._____

ADJOURN

ADJOURNMENT - Moved by Mr. Iannucci, and seconded by Mrs. Hartson-Stine, that the board of education approve to adjourn this meeting. 10:15 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary