MERCHANTVILLE BOARD OF EDUCATION MINUTES – SEPTEMBER 13, 2011

The Merchantville Board of Education Meeting was held on Tuesday, September 13, 2011, at 7:30 p.m., in Room #105, of the Merchantville School.

Members Present:	Mr. Kabel, Mr. Bohn, Mr. Iannucci, Mrs. Hartson-Stine, Ms. Engelke, Mr. Morrone and Mr. Barnett
Members Absent:	Mrs. Perno
Also Present:	Mr. Timothy Bell, Interim Superintendent/Principal Ms. Loretta Mansolino, Recording Secretary

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

2010-1011 Audit Process – Auditors process scheduled for 9/14/2011.

HIB Training for all board members – Tentatively scheduled for Tuesday, October 11th.

Student Enrollment - As of now, 365 students. Increase of 42 students. This increase includes choice students and 25 Pre-K students.

CSA Search –

9/1 and 9/8 – Community and Teacher input sessions held.
9/12 – BOE members reviewed resumes
9/20, 22, 28 and 29 – Dates for the first and second round of candidate interviews

Criminal History for BOE Members – In process.

Send/Receive Issue - Demographer called for additional tuition out information and further details on the back tuition charges received from Pennsauken Board of Education. First draft of study should be forwarded soon.

Gymnasium Floor – refinished, repainted and new logo installed on floor. Chapel Avenue foyer was re-carpeted. The next projects are the bleachers and the score board.

Use/Changes to the Athletic Field – St. Peter's Football Association submitted proof of their liability insurance, and the district is named as an additional insured. Locks were reinstalled.

AESOP Substitute Calling Program – Still in process. Teachers' and aides' schedules and substitute information must be entered.

Educational Network Incorporation, the district's web site developer, sent a representative and several employees attended an overview session.

ESTABLISH WEB MASTER STIPEND POSITION

Web Site Administrator – Moved by Mr. Kabel, and seconded by Ms. Engelke, that the board of education approve to establish a new in-house position and a job description for a web site administrator the 2011-2012 school year. The approximate stipend for this position will be $1,000.00 per year.
Approved by unanimous voice vote.

Open seat on the board – Notices were posted in *The Retrospect*, and several local locations.

Policies – The following policies must be updated to comply with code - #1120, #5114, #5131.5, #9200, and #5131. Copies were forwarded to all board members for review.

Safety Committee – must be established to comply with code. Mr. Morrone will be the board representative. When in place, the membership will be presented to the board for approval.

Employment – the deadline for applying for the following positions has closed and interviews will be scheduled:

School Secretary – eight applications, two in-house employees applied
Long term special education teacher
Part time basic skills teacher
Substitute aides, teachers, and nurses.

Appointments should be made at the 9/27/11 Meeting.

New Phone System – choice of vendor and system still pending.

Just Kids Request for a Computer – At this time, the district cannot honor this request.

School Office – The architect contacted a vendor and a quote is being prepared to limit access to the school secretary's work area.

Locker Rooms - The architect's search for a vendor resulted in one proposal. Earliest possible start date is the winter break in December.

Cafeteria 125 Plan – Vendor quotes were requested – state mandated the expansion of this benefit plan.

SET RATE FOR ALARM CALL RESPONDERS

Set Up an Alarm Response Team and a Rate – Moved by Mrs. Hartson-Stine, and seconded by Mr. Iannucci, that the board of education approve to establish a rate of $70.00 to respond to an alarm call.
Approved by unanimous voice vote.

Contract for the Charitable Organization's Renovating to the Gymnasium – District's attorney needs more information to finalize this agreement.

Buildings and Grounds Donation – Funds used to clean up the grounds, and to purchase of bench for the playground.

Athletic Field Gates and Club House – Locks were reinstalled.

Discipline and Dress Code – Discipline Committee will meet and review the policy and results will be forwarded to the board.

ASK Score Reports – Scheduled for 10/11/11.

APPROVE TO CONTINUE TO PARTIC-IPATE IN SCHOOL CHOICE PROGRAM

School Choice for the 2012-2013 School Year – Moved by Mr. Morrone, and seconded by Mrs. Hartson-Stine, that the board of education approve to continue to participate in the School Choice Program for the 2012-2013 school year.
Approved by unanimous voice vote.

COMMITTEES

Buildings and Grounds

Three new air conditioners were installed – the 2 fifth grade classrooms and the new pre-k setting.
Shades were installed in the Library
All broken classroom windows and shades are being addressed.
A new heating/air conditioning unit is needed for the Child Study Team Office.
Arnold's Lock Company repaired/replaced all broken door locks.
The fire alarm, emergency lighting, fire extinguishers and fire system were serviced over the summer.

Mr. Fore, Community Member, requested more information on the new bullying policy and the gymnasium renovations.

ENTER CLOSED SESSION

Recess into Closed Session – Moved by Mr. Kabel, 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. 8:50 p.m,
Approved by unanimous voice vote.

Members Present:	Mr. Kabel, Mr. Bohn, Mr. Iannucci, Mrs. Hartson-Stine, Ms. Engelke, Mr. Morrone and Mr. Barnett
Members Absent:	Mrs. Perno
Also Present:	Mr. Timothy Bell, Interim Superintendent/Principal Ms. Loretta Mansolino, Recording Secretary

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Topics:

MEA/BOE Negotiations
Salary scatter grams are not ready to be presented and approved.

Employees - Non Union Members
Raises for these employees are not set by contract.

CSA Search
Fifteen (15) resumes were submitted for review.
Five (5) candidates will be interviewed.
NJSBA developed a series of questions and all candidates will be asked the same questions during an allotted timeframe

RETURN TO OPEN SESSION

Return to Open Session - Moved by Mrs. Hartson-Stine, and seconded by Mr. Morrone that the board of education approve to return to open session. 9:00 p.m.
Approved by unanimous voice vote.

Approve Seminar Attendance – Moved by Mrs. Hartson-Stine, and seconded by Mr. Morrone, that the board of education approve the following seminar request:

APPROVE SEMINAR ATTEND-ANCE

EMPLOYEE	*DATE*	*LOCATION*	*TOPIC*	*FEES*
Roth, Susan	9/19/2011	Wildwood, NJ	Anti-Bullying	Salary and travel reimbursement

Approved by unanimous voice vote.

ADJOURN

Adjournment – Moved by Mrs. Hartson-Stine, and seconded by Mr. Barnett, that the board of education approve to adjourn this meeting. 9:01 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary