MERCHANTVILLE BOARD OF EDUCATION REORGANICATION AND REGULAR BOARD MEETING MINUTES
January 7, 2014

The Merchantville Board of Education Reorganization and Regular Meeting was held on Tuesday, January 7, 2014, at 7:30 p.m., in The Reading Center located in Merchantville School. Notice of the meeting was published in *The Retrospect.*

Members Present:	Mr. Kabel, Mr. Morgan, Mr. Morrone, and Mr. Honigfeld and Ms. Fuentes (7:40 p.m.)
Members Absent:	Ms. Engelke
Also Present:	Mr. J. Scott Strong, CSA/Principal Mr. William H. Thompson, Business Administrator Ms. Loretta Mansolino, Recording Secretary

Mr. Thompson led the group in the pledge to the flag of the United States of America.

SWEARING IN OF RE-ELECTED BOARD OF EDUCATION MEMBERS

Mrs. Perno, Mrs. Stocker and Mr. Vitiello

REORGANIZATION OF THE BOARD OF EDUCATION

NOMINATION OF PRESIDENT AND ELECTION OF PRESIDENT

OPEN FLOOR FOR NOMINATIONS FOR PRESIDENT

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

Moved by Perno, and seconded by Honigfeld, to open nominations for the position of President.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries. .

MORRONE NOMINATED

Moved by Perno, and seconded by Honigfeld, to nominate Morrone to serve as President of Merchantville Borough Board of Education.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries

NO OTHER NOMINATIONS

No other nominations.

NOMINATION CLOSED

Moved by Honigfeld, and seconded by Morrone, to close the nomination for President of the Merchantville Borough Board of Education.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

VOTE FOR MORRONE TO SERVE AS PRESIDENT

The board secretary calls for a roll call vote on the election of Morrone as President of the Merchantville Borough Board of Education for a term of one year, commencing January 7, 2014, and until his successor is elected and shall qualify.

Roll call vote:

Ayes	Five (5)	Ms. Fuentes, Mr. Honigfeld, Mrs. Stocker, Mrs. Perno and Mr. Morrone
Abstain	Three (3)	Mr. Kabel, Mr. Morgan and Mr. Vitiello
Noes	None (0)	Motion carries.

MORRONE ELECTED PRESIDENT

The board secretary then declares Morrone elected to the Office of President and yields the chair to the President.

NOMINATION OF VICE PRESIDENT AND ELECTION OF VICE PRESIDENT

OPEN FLOOR FOR NOMINATIONS FOR VICE PRESIDEINT

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

Moved by Perno, and seconded by Stocker, to open the nominations for the position of vice-president.

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

Moved by Morrone, and seconded by Fuentes, to nominate Engelke to serve as Vice President.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

ENGELKE NOMINATED

No other nominations.

NO OTHER NOMINATIONS

The board secretary calls for a roll call vote on the election of Engelke, as vice-president of the Merchantville Borough Board of Education for a term of one year, commencing January 7, 2014, and until her successor is elected and shall qualify.

VOTE FOR ENGELKE TO SERVE AS V-PRESIDENT

Roll call vote:

Ayes	Seven (7)	Ms. Fuentes, Mr. Honigfeld, Mrs. Stocker, Mrs. Perno, Mr. Morrone, Mr. Kabel and Mr. Morgan
Abstain	One (1)	Mr. Vitiello
Noes	None (0)	Motion carries.

ENGELKE ELECTED V-PRESIDENT

The President then declares Engelke elected to the office of Vice President.

Audience members attending Board of Education Meetings are permitted to voice their opinions on school-related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting.

Several community members expressed concern because their children complained about the lack of heat in some of the classrooms. Administration took every measure to insure that the children were in a comfortable environment, including, moving the children to another room and supplemental heating devices.

A few community members asked that administration communicate more with the parents and community members.

AUDIT PRESENTATION

Mrs. Frances Sperling, St. Clair, CPA's P.C., will present the 2012-2013 school year audit.
Dialogue included: There were no issues – internal controls were in order – cash was down slightly – receivables were up – excess surplus is down – revenues were up - tax levy increased – federal funding decreased – expenditures were up – food service continues to operate at a loss and is funded by the district – there was one audit finding.

APPROVE AND ACCEPT SCHOOL AUDIT

Moved by Honigfeld, and seconded by Fuentes, that the board of education approve and accept the 2012-2013 school year audit, as presented by the district's auditors. .
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE CORRECTIVE ACTION PLAN

Moved by Fuentes, and seconded by Morgan, that the board of education approve the corrective action plan to address the one audit finding.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

REORGANIZATION APPROVALS

APPROVE BOE MEETING DATES

Moved by Perno, and seconded by Stocker, for the board for the board of education to approve the 2014 board meeting dates as suggested by the Ad Hoc Committee.

Jan 7th, 28th, Feb 18th, 25th, Mar 18th, 25th, Apr 8th, May 06th, 20th, June 10th, 24th, July 22nd, Aug 26th, Sept 9th, 23th, Oct 14th, 28th, Nov 11th, 25th, and Dec 9th.

Only one scheduled meeting in April, July, August, and December.

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All meetings will be Action Meetings.

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 meeting 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.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

Not moved - To appoint a board member to serve as a liaison for the following:

Camden County Educational Services Commission
Pennsauken Board of Education
Merchantville County Library

Not moved - To determine the committees and appoint the members to the various committees.

REGULAR BOARD AGENDA

A copy of the Porzio, Bromberg and Newman P.C. payment agreement was shared with all members, and the agreed amount will be incorporated into the budget. The deadline for submitting the final briefs trial transcripts to the judge is February 16th. The responses to each side's final briefs are due by March 11th. The judge has 45 days to review and can grant himself/herself extensions, and then the decision is sent to the commissioner of education who has 45 days to rule.

APPROVE SHARED SERVICE ENERGY PROJECT

Moved by Fuentes, and seconded by Honigfeld, that the board of education approve to enter into a Shared Services Agreement by/and between the Camden Improvement Authority and the Borough of Merchantville for the Implementation of the ESIP (Energy Improvement Savings Projects) to provide these services to the Merchantville Board of Education, with an effective signing date of December 10, 2013.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE WORKSHOPS

Moved by Perno, and seconded by Kabel, that the Board of Education approve the recommendation of the Chief School Administrator for attendance at the following Professional Development Workshops:

Attendee	Event	Place of Event	Date	Cost
Kelly Cook	Outstanding Tech Projects to Enhance Learning Content	Cherry Hill, NJ	Jan 10, 2014	$229 + substitute
Caren Batterman	Intervention Strategies to	Voorhees, NJ	Jan 13, 2014	$229

	Help Young Children with Developmental Problems and Challenging Behaviors			+ substitute
Kara Temeles & Debra Wurster	Powerful Interactions: Using Intentional Teaching in the Inclusive Pre-School Classroom	Mullica Hill, NJ	Jan 15, 2014 & Feb 25, 2014	$0 Substitutes
Ellen Franolich	2014 Conference for New Jersey Kindergarten Teachers	Atlantic City, NJ	Feb 24, 2014	$230 + substitute

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE CSA'S ANNUAL REVIEW

Moved by Perno, and seconded by Kabel, that the Board of Education approve the finalized evaluation of the Chief School Administrator's Annual Review that was completed on November 26, 2013.

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE FLMA FOR LORD

Moved by Perno, and seconded by Kabel, that the Board of Education approve the written request submitted by Alicia Lord, part-time special education teacher, requesting a maternity leave, utilizing banked sick days and then FMLA, beginning February 24, 2014 and returning April 14, 2014.

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE ADOPTION OF 2000 SERIES POLICIES

Moved by Perno, and seconded by Kabel , that the Board of Education approve the second reading and adoption of the policies listed below in the 2000 series. The following policies have updates:

2240: Research, Evaluation and Planning
2255: Action Planning for Thorough and Efficient Certification

*****All other 2000 policies and policy 1330 have been appropriately reviewed.

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE 1ST READING OF 3000 SERIES POLICIES

Moved by Perno, and seconded by Kabel , that the Board of Education approve the first reading of the policies listed below in the 3000 series. The following policies have updates:

3100: Budget Planning, Preparation and Adoption
3160: Transfer of Funds Between Line Items/Amendments/Purchases not Budgeted
3220/3230: State Funds / Federal Funds
3250: Income from Fees, Fines, Charges
3260/3270: Sale and Disposal of Books, Equipment and Supplies/Sale, Licensing and Rental of Property
3280: Gifts, Grants and Bequests
3320: Purchasing Procedures
3400: Accounts
3440: Inventories
3450: Monies in School Buildings
3453: School Activity Funds
3516: Safety
3541.1: Transportation Routes and Services
3541.3: Non-School Use of District Owned Vehicles
3542: Food Service
3541.1: Local Wellness / Nutrition Policy
3542.31: Free or Reduced-Price Lunches / Milk
3542.44: Purchasing
3571.4: Audit

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

Moved by Perno, and seconded by Kabel, that the Board of Education approve the recommendation of the Chief School Administrator to approve a student (School ID #9361) for homebound instruction starting January 6, 2014, and continuing through February 28, 2014, for up to 10 hours a week, as per state code.
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE HOME BOUND INSTRUCT.

Approve Minutes – Moved by Morgan, and seconded by Fuentes, that the board of education approve the following minutes:

November 12, 2013 and November 26, 2013 Meetings
Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE 11/12/2013 AND 11/26/2013 MINUTES

Business Office

Moved by Kabel, and seconded by Perno, that the board of education approve the Financial Reports as listed below:

APPROVE NOVEMBER FINANCIALS

Board Secretary Financial, Revenue and Treasurer's Reports

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2013. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 © 3, and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

B. Treasurer's Report in accordance with 18A:17-36 and 18A: 17-9 for the month of November 2013. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2013.

C. Board Secretary in accordance with N.J.A.C. 6A:23A – 16-10 © 2 certifies that there are no changes in anticipated revenue amount or revenue sources.

D. Board of Education Certification – pursuant to N.J.A. C. 6A:23A-16.10 © 4 – We certify that after review of the secretary's monthly financial report (appropriations section), and upon consultations with the appropriate district officials, that to the best of our knowledge no major accounts for funds have been over expended in violation of N.J.A. C. 6A:23A – 16.10 (b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

Moved by Kabel, and seconded by Perno, that the board of education approve the following payments:

APPROVE PAYMENTS

P 30	November Payroll	154,574.37
P 31	Debits from State Aid, Phone Lease, Service Charges and Return of non public grant funds to the state	126,510.95
P 32	December Payroll	151,050.52
P 33	December Bill Run	494,919.50

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

Moved by Kabel, and seconded by Perno, that the board of education approve the transfers as listed on page #20 of the agenda.

APPROVE TRANSFERS

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

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Moved by Kabel, and seconded by Perno, that the board of education approve the following contracts:

Vendor	Description	Time Frame	Fees	Notes
Hi-Nella School District	Shared Services for Building and Maintenance Personnel	January 1, 2014 To June 30, 2014	$9,220.00 per month $18,440.00 Total	Agreement lists multiple services –we are only using the maintenance personnel
Newfield Board of Education	Shared Services for Electrical Maintenance	December 17, 2013 To June 30, 2014	Per hour fees: Supervisor - $95.00 Electrical Technician - $95.00 Maintenance Technician $60.00	Shared service agreement needed to be billed at reduced electrical rates

Ayes (7) Noes (0) Abstain (1) Mr. Vitiello Motion carries.

APPROVE CONTRACTS

Mr. Fore requested a confirmation that both meetings will be action meetings.
Mrs. Meachum shared the information about the Talent Show – Feb. 7th at 7:00 p.m., wanted the board members to consider appointing a member to communicate with the community, and expressed how pleased she was with the district's Read 180 Program and hopes the board will consider expanding this programs to all grade levels
Ms. Rubini suggested that the board members consider a "Face Book" Account for communicating to the community. Changes/caps to the "Choice Program" should have been communicated so parents could contact their legislative representatives.

No closed session held.

AJDOURN

Moved by Fuentes, and seconded by Morrone, that the board of education approve to adjourn this meeting. 8:30 p.m.
Approved by unanimous voice vote.

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Loretta Mansolino, Recording Secretary