

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

**BOE Self-Evaluation/Goal-Setting Retreat
and
Regular Meeting of the Board of Education**

MINUTES

October 21, 2009
5:00 p.m.

I. MEETING CALLED TO ORDER. @ 7:30 p.m.

Sunshine Law:

The Somerdale Board of Education Meeting is called to order. The Board of Education is in compliance with the sunshine regulations. This meeting was appropriately advertised by notifying The Record Breeze and The Courier Post, as well as posting notices in Borough Hall, the Somerdale Post Office and the Somerdale Park School.

II. ROLL CALL/PLEDGE OF ALLEGIANCE

Leslie Caramiello – present	Linda Giambri - present
Richard Caswell - absent	Martha Gray - present
Cheryl Cronce - present	Susan Lowden – excused absence
Michelle Frontera - present	James Walsh - present

Also Present:

Dr. Debra L. Bruner, Superintendent
Dawn Leary, Business Administrator/Board Secretary
Kristine Height, Principal
Rich Roswell, Bldg. & Grnds. Supervisor/EFM
John Kennedy, Solicitor

III. **2009-'10 GOAL-SETTING RETREAT** in conjunction with New Jersey School Boards Association (NJSBA) Representative Kathy Winecoff at 5:22 p.m.

IV. PRESENTATION to Ken Bond, ESL Teacher, for being Office Max's "**A Day Made Better**" award recipient for the 2009-'10- school year. Office Max presented his \$1,000.00 classroom supplies award to him on 10/6/09.

(Certificate of recognition will be presented by Dr. Debra L. Bruner, Superintendent, and Martha Gray, Somerdale Board President)

V. STUDENT OF THE MONTH PRESENTATIONS
(Presented by Mrs. Kristine Height, Principal, Somerdale Park School)

VI. APPROVAL OF MINUTES

On a motion by Mrs. Caramiello seconded by Mrs. Cronce the following was approved:

Recommend that the Board of Education approve the regular and executive session minutes of the September 16, 2009 Regular and Executive Session Meetings.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 2

VII. PUBLIC COMMENTS on any action items.

NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS

The Board President will recognize those individuals in the audience whom wish to comment on any action items on this Agenda. Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Identify the resolution/item number on which you wish to comment.
4. Wait to be recognized before you make your comment
(Just before the resolution is voted on).
5. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

VIII. REPORTS

A. The Superintendent gave a report at 7:52 p.m.

Dr. Bruner stated the PLC's (professional learning committee) are doing well. She also said the PTA has started a scrip program in order to raise money. Gift cards are being offered.

Dr. Bruner informed the Board she would be attending another feasibility study meeting regarding consolidation tomorrow with the Rowan University staff. She also stated the meeting with the negotiator was cancelled and will be rescheduled.

Dr. Bruner also stated "Red Ribbon Week" and "Violence and Vandalism Awareness Week" activities will be taking place.

B. The Business Administrator gave a report at 7:53 p.m.

Ms. Leary stated everyone is registered for the Annual Workshop which is scheduled for October 28th – 30th. If anyone is staying overnight during the Convention, rooms must be paid for in advance and proof of payment submitted to the Business Office for reimbursement. Reimbursement limit is \$117.00.

Ms. Leary stated she attended the following:

Roundtable with fellow BA's.

A meeting with Dr. Bruner and Dr. Hanna of the County Office regarding the conditions of the facilities here at Park School.

The BACCEIC (Burlington and Camden County Educators Insurance Consortium) luncheon, and received a check for a safety grant in the amount of \$4,333.00, which was used to repair the concrete near the cafeteria entrance. She stated we were also able to install two barriers (post) to prevent trucks from jumping the curb, damaging the concrete in the future.

Ms. Leary stated, another ROD grant is available and will be accepted October 28 – January 29, 2010. Some of the ideas that were discussed with Frank Radey (Architect-of Record) were:

- to restore older classrooms
- address conduit that runs across the roof
- address the far corner of the I.A. room (moisture is still a factor in that corner, a moisture test was done) perhaps consider putting in another trench outside along the exterior wall.
- re-top the asphalt in the teacher's parking lot and the back entrance across from the cafeteria
- consider additional roofing for the C-wing
- air conditioners for the C-wing

Ms. Leary informed the Board the auditors are in, and that she and Dawn Ramos are working hard to expedite the auditing process.

Ms. Leary stated Beneficial Bank was in to discuss better interest rates. She informed the Board of the cost savings.

IX. NEW BUSINESS

A. **Personnel Committee**, J. Walsh, Chairperson

On a motion by Mr. Walsh seconded by Mrs. Cronce the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following:

1. To accept the **resignation** of David Reeder as Somerdale Board of Education member, effective 10/21/'09.
2. Arlene Maslanka, Pre-school Teacher, to serve as **mentor** for Christina DeFlaviis, Pre-school Teacher, for the 2009-'10 school year.
3. Sharon DeNafo, School Psychologist, to serve as the Somerdale Park School **representative** on the Camden County School Crisis Response Team for the 2009-'10 school year.
4. Donna Whelan, Annette Rainear, Anjana Awadhiya, and Lindsey Grove, to serve as **substitute teachers** for the 2009-'10 school year.
5. Iris Matthews, Camden County College student, to conduct a fifteen hour **field experience** in Kindergarten and fifth grade, respectively, with V. Priolo and V. Dare, during the Fall, 2009 semester.

6. The following teachers to serve as **BRIDGE** advisors for the 2009-'10 school year: Louise Barikian; Susan Ratajski; Betsy Botka; Sharon Kapuscinski; and Janine Houser. Stipends to be paid with Municipal Alliance funds.
7. Melissa Durand, instructional assistant and Neumann University student, to take an **unpaid leave of absence**, 1/11/'10 – 4/30/'10 to complete a student teaching seminar with V. Priolo, Kindergarten Teacher, and N. Burns, Special Ed. Teacher, respectively.
8. Francis Boyle, University of Massachusetts student, to complete twelve (12) hours of a **clinical internship** with K. Bond, ESL Teacher, during the Fall, 2009 Semester.
9. To recognize Catherine Hoffman and Tracey Cutrera for **perfect attendance** for the 2008-'09 school year; and to recognize Wanda Blann, Michele Burton and Rose Marie Piotti for **two (2) days or less** of absence for the 2008-'09 school year.
10. **Source For Teachers** substitute teachers, as per the attached list, for the 2009-'10 school year.
11. Laura Henkel, substitute clerical, as a **substitute office clerk** for the 2009-'10 school year, effective 10/9/'09, at a salary rate of \$10.00 per hour.
12. Jaime Mungo as a **homebound tutor** for a 6th Grade student for approximately a two week period, effective 10/13/'09.
13. Abigail Bazzel, student, to **observe** J. Kosick's science class for a half-day (date TBD) in November, 2009.
14. Gina Hunt, Rowan University student, to **observe** J. Moffa's first grade class on 10/23/'09 for a two hour time period.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 2

B. Finance Committee, C. Cronce, Chairperson

On a motion by Mr. Walsh seconded by Mrs. Caramiello the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following:

Financial Report

Recommend that the Board of Education certify that as of this date and 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 fund balance has been overspent in violation of N.J.A.C. 6:20-2.13 (b), and that sufficient funds are available to meet the district's financial obligations as of this date.

October Bill List #1 \$ 218,188.70

October Bill List #2 \$ 41,210.27

October Bill List #3 \$ 9,346.00

September Payroll #1 \$ 107,763.68

September Payroll #2 \$ 104,760.99

Transfers as attached.

Board Secretary's Report for August and September, 2009

Treasurer's Report(s) for August and September, 2009

1. The following staff members to attend **conferences**:
 - a). Michael Phillips and Lauren Baldgya, Fourth Grade Teachers, and Halle Koch, Third Grade Teacher, to attend a **“Response To Intervention (RTI)”** Workshop on 12/7 – 12/8/’09 in Cherry Hill, NJ. Registration Cost: \$339.00 per person. Mileage reimbursement as per district travel policy.
 - b). Mandy Seligman, Basic Skills Teacher, to attend the **“What’s New in Children’s Literature”** Workshop on 2/4/’10 in Cherry Hill, NJ. Registration Cost: \$215.00. Mileage reimbursement as per district travel policy.
 - c). Sandra Robinson, LDTC, Mandy Seligman, Basic Skills Teacher, Jennifer Miller and Lisa Skain, Special Ed. Teachers, for their participation in the **“WRS Group Mastery Practicum”** in conjunction with the Wilson Level II training program for the 2009-’10 school year. Registration Costs: \$650.00 for S. Robinson; and \$325.00 each for M. Seligman, J. Miller, and L. Skain, respectively. All training will be conducted on-site.
 - d). Louise Barikian, Special Education Teacher, and Andrea Lomas, Elementary Teacher, to attend the **New Jersey School Boards Association (NJSBA) Fall Conference**, in Atlantic City, NJ on 10/28 – 30/’09, and 10/28/’09, respectively. There are no registration costs to attend this conference. Mileage reimbursement as per district travel policy.
 - e). Ken Bond, ESL Teacher, to participate in a TESOL virtual seminar entitled, **“Closing the Achievement Gap for Non-English/Limited English Speaking Students,”** on 12/4/’09. Registration Cost: \$35.00.
 - f). Michael Phillips, Fourth Grade Teacher, and Lisa Werner, Third Grade Teacher, to attend **“The What, Why, and How of Professional Learning Communities,”** on 11/13/’09 at Rowan University, Glassboro, NJ. Registration Cost: \$138.00. Mileage reimbursement as per district travel policy.
 - g). Rachel Gorman, Pre-School/Spec. Ed. Teacher, Arelene Maslanka, Pre-School Teacher, Valerie Priolo, Kindergarten Teacher, and Nancy Burns, Primary Resource Teacher, to attend the **“Asperger’s and Autism”** Workshop in Haddonfield, NJ on 11/3/’09. There are no registration costs to attend this workshop. Mileage reimbursement as per district travel policy.
 - h). Dawn Leary, Business Administrator to attend **“A Closer Look at Accountability Regulations** Workshop in Mt. Laurel, NJ on 11/12/’09. Registration Cost: \$100.00. Mileage reimbursement as per district travel policy.
 - i). Sharon Denafio to participate in the **“Crisis Intervention Countywide Training Team”** sessions, and to serve as district representative for same for the 2009-’10 school year. There are no registration costs to attend these training sessions. Mileage reimbursement as per district travel policy.
 - j). Melissa Durand and Denise Stites, Instructional Assistants, to attend the **“Inclusion-Managing the Inclusive Classroom Seminar”** at Rowan University, Glassboro, NJ on 11/16/’09. Workshop Cost: \$100 for each participant for a total registration cost of \$200.00. Mileage reimbursement as per district travel policy.

- k). Dr. Debra Bruner, Superintendent, Dawn Leary, Business Administrator, and Somerdale BOE members to attend the **New Jersey School Boards Association (NJSBA) Fall Conference**, in Atlantic City, NJ on 10/28 – 30/’09. Registration Cost: \$1100.00. Mileage reimbursement and lodging as per district travel policy.
 - l). Barbara Seery, CST Director, to attend the **SEMI Regional Meeting** in Sewell, NJ on 11/13/’09. There is no registration cost to attend this meeting. Mileage reimbursement as per district travel policy.
 - m). Janine Houser, I&RS Coordinator and Guidance Counselor, to attend Winslow Township’s **“Intervention and Referral Services (I&RS)”** Seminar on 11/3/’09 in Sicklerville NJ. There is no cost to attend the seminar. Mileage reimbursement and lodging as per district travel policy.
2. To conduct a “Request For Proposal” (**RFP**) to conduct an **engineering study** of the foundation of the Somerdale Park School, in conjunction with QSAC findings and recommendations from the Camden County Business Administrator.
 3. Eighth Grade Students to sponsor an **Entertainment Book Drive**, to raise monies for their end-of-year student activities.
 4. Renewal of the **Kennedy Behavioral Health Services** contract (*Drug and Alcohol*) for the 2009-’10 school year.
 5. To approve the transfer of the **school funds** (*money market account*) from Sovereign Bank to Beneficial Saving Bank, making them the official depository for the school district.
 6. To **dispose** of obsolete computers, tag #3016 & 3017, estimated age of machines 6-10years old.
 7. To **approve** submission of the 2008-2009 **NCLB** amendment.
 8. To **approve ACES** (*Alliance for Competitive Energy Services*) to purchase electric services and natural gas, ID #E8801-ACESCPS.
 9. To enter into a contract with the Yale School for the **2009-10 School Year** to provide services for an eighth grade Emotionally Disturbed student at a **tuition cost** of \$32,220 plus transportation costs.
 10. To **void** an outstanding check dated 12/17/’07, payable to the Bridgeton Board of Education in the amount of \$484.00, for their non-deposit/receipt of same.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 2

C. **Curriculum Committee**, L. Caramiello and S. Lowden, Co-Chairpersons

On a motion by Mrs. Caramiello seconded by Mr. Walsh the following was approved:

A recommendation is requested to approve the following:

1. **November calendar** events for November, 2009 (*subject to change, pending final calendar revisions*).
2. To participate in **7/8 Sterling Interdistrict Golf Program** for the 2009-’10 school year, at a cost of \$1,180.00, respectively.

3. The following field trips:
 - a). **Kindergarten** students to visit **Magnolia Gardens**, Magnolia, NJ on 10/22/'09 at a cost of \$1.25 per student.
 - b). **Eighth grade** students to visit the **CCTS Campus** on 1/29/'10 in conjunction with 8th grade transitional program for students preparing to attend same in the 2010-'11 school year. Transportation costs to be paid by the district.
 - c). **Seventh grade** students to visit the **Walnut Street Theatre**, Philadelphia, PA on 12/11/'09, in conjunction with their reading/language arts program.
4. To recognize the week of October 19-23, 2009 as **Violence and Vandalism Awareness Week**, as per N.J.S.A. 18A:17-46. A report on the 2008 -'09 Electronic Violence and Vandalism Report (EVVR) was presented by the principal, Kristine Height, at the 8/19/'09 BOE Meeting.
5. The 2009-'10 **Assignment Plan for Certified and Non-Certified Nurses**, and **2009-'10 Medication Standing Orders**, as per N.J.A.C. 6A:16-21(f)3 and N.J.A.C. 6:2.1(a)10, as drafted by M. Dow, school nurse.
6. **Memorandum of Agreement with Law Enforcement and District Officials** for the 2009-'10 school year.
7. To recognize the week of November 9-13, 2009 as "**School Psychology Week**," as per New Jersey statute.
8. To recognize October 22, 2009 as "**Lights On Afterschool Day**," as per Governor Jon Corzine's Proclamation to recognize after-school programs. Proclamation attached.

Mrs. Caramiello asked Mrs. Height for a copy of the Violence and Vandalism report.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 2

D. **Policy Committee**, J. Walsh, Chairperson

On a motion by Mr. Walsh seconded by Mrs. Cronce the following was approved:

A recommendation is requested to approve the following:

1. Strauss-Esmay's copy of the revised/updated (*as per NJ Administrative Code and Statute*) Somerdale **Board of Education Policy Manual**, Procedures and By-Laws , respectively, in conjunction with QSAC DPR reference points, to be bound, copied, and distributed to all BOE members. This is the second reading of same.
2. To accept the **donation** of a computer for the pre-school program from Joseph Sandor Jr.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 2

E. **Buildings and Grounds Committee**

On a motion by Mrs. Caramiello seconded by Mrs. Walsh the following was approved:

A recommendation is requested to approve the three year (2008-'09 – 2010-'11) **Comprehensive Maintenance Plan (CMP), Form M-1 and the Detailed Expenditure Worksheet**, as per N.J.A.C. 6A:26A.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 2

F.	Interdistrict Committee,	S. Lowden, Chairperson – no report
G.	CCESC Representative,	M. Frontera, Representative – no report
H.	NJSBA Representative,	S. Lowden – no report
I.	CCSBA Representative,	M. Frontera – no report
J.	Liaison Committee,	L. Giambri, Chairperson – no report
K.	Public Relations,	L. Caramiello, Chairperson – no report
L.	Negotiations,	J. Walsh, Chairperson – progress

X. OTHER REPORTS:

Faculty Attendance	September, 2009
Student Attendance	September, 2009
Fire Drill Reports	September, 2009
Health Report	September, 2009

XI. DISCUSSION ITEMS: Roofing Project/Storm Drainage Project

Dr. Bruner stated there will be a meeting soon with the architect and roofer.

Mr. Roswell stated the conduit still needs to be repaired.

BOE Replacement/CCESC Alternate Representative

Mrs. Cronce volunteered to be the representative for CCESC. Mrs. Frontera will be the alternate.

H1N1 Flu Clinics
Engineering Study

XII. PUBLIC COMMENTS (on any item)

Audience Recognition and Public Comment

The public is reminded that all public complaints against a district employee must be made through a specific grievance process.

A description of this process may be found in BOE policy (File Code 1312). This policy is available upon request in the office of the Board Secretary.

Any individual naming an employee in a complaint before the Board of Education, without the employee's permission, could be cited for violating that employee's civil and contractual rights.

XIII. EXECUTIVE SESSION to discuss legal matters at 7:35 p.m.

Resolved that pursuant to Section 8 of the Public Meetings Act, the public shall be excluded from that portion of the meeting involving the discussion of personnel, legal, and contractual matters. Further resolved that discussion of such subject matters discussed in Executive Session can be disclosed to public, upon official action, if any, is taken by the Board, either at the resumption of the public session, at the conclusion of the executive session, or at a public session at some later date.

XIV. RETURN TO PUBLIC SESSION at 7:52 p.m.

Please note Executive Session was conducted before the regular meeting.

XV. ADJOURNMENT

On a motion by Mr. Walsh seconded by Mrs. Caramiello the meeting was adjourned at 8:22 p.m.

Respectfully Submitted,

Dawn Leary

Dawn Leary
Board Secretary