

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

MINUTES

August 19, 2009
7:30 p.m.

I. MEETING CALLED TO ORDER at 7:32 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 - absent
Richard Caswell - present	Martha Gray - present
Cheryl Cronce -absent	Susan Lowden - present
Michelle Frontera - present	David Reeder - 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. APPROVAL OF MINUTES

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

Recommend that the Board of Education approve the regular and executive session minutes of the June 15, 2009 Regular and Executive Session Meetings.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 2

IV.	PRESENTATIONS:	Strauss-Esmay (<i>BOE Policy Manual</i>) Parks & Billak (<i>IA Lab Storm Drainage</i>) F. Knight, Contractor (<i>Roofing Project</i>) F. Rady, Architect-of-Record
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V. 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.

VI. REPORTS

A. The Superintendent gave a report at 8:53 p.m.

Dr. Bruner discussed the possibility of a delayed opening due to the roofing project not being completed. Notification would be given to parents via "Connect-Ed".

Mrs. Lowden stated the parking lot alone should not be an issue for school being delayed, and Dr. Bruner agreed.

Dr. Bruner stated Mr. Knight (the roofer) anticipates having the job completed by Friday. However, she was also concerned about the impending rainstorm.

Dr. Bruner stated parent letters were scheduled to be mailed on Monday, and teachers would not be reporting for classroom preparation until later in the week.

Dr Bruner informed the Board about the various curriculum development projects that took place this summer. Included were professional learning communities, curriculum writing, and finalization of the Spanish program and QSAC development.

Mrs. Height gave a brief overview of the Spanish program and curriculum writing programs. She stated there is a direct correlation to the core content standards. She also stated the mail room has been changed to a resource room, and she will be starting advisory groups for all students.

Dr. Bruner mentioned the possibility, of the sixth grade returning to a departmental middle school next year, and will discuss more in detail at a later date. She also stated the district did not receive the preschool funding, and did not initiate a full day preschool program. She also mentioned she did not have to do a lottery. She said anyone registering for preschool was accepted.

Dr. Bruner stated she received a call from the Mayor regarding discounted memberships for the staff at LA Fitness, and his interest in allowing Somerdale Family Dentistry an opportunity to work with our staff.

Dr. Bruner stated the current enrollment was at 468, and to expect more transfers in and out prior to the start of the school year.

B. Business Administrator gave a report at 9:12 pm.

Ms. Leary stated she attended a QSAC meeting with fellow administrators. Some of the topics covered were: Finance, Governance & Operation, and Personnel.

Ms. Leary attended an ARRA meeting at Washington Township High School.

Ms. Leary stated she has been working very hard with Frank Radey, architect-of-record, during the summer with the roofing and storm drainage project.

Ms. Leary stated she met with Dr. Rita Hanna, Camden County Business Administrator on July 29th, to review the Fiscal Management DPR & Operations. Mr. Roswell assisted with the walkthrough of the school facility.

Ms. Leary thanked GCA, Mr. Roswell and Mr. Prendergast for completing the following projects:

- Painting of all door frames.
- Epoxy painting the kitchen floor in the cafeteria.
- Re-painting all yellow/white lines in the parking lot.
- Repairing electric blower in the cafeteria.
- Hydroseeding the playground area.
- Washing/Waxing all classrooms.

Ms. Leary informed the Board of a Negotiations Conference on September 12th, and 26th, to be held at the RWJ Hamilton Center for Wellness in Mercerville.

VII. NEW BUSINESS

A. Personnel Committee, J. Walsh, 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 superintendent, approve the following:

1. **To approve** contractual agreements, as attached, for Ms. Dawn Leary, Business Administrator, and Kristine Height, Principal, for the 2009-2010 school year, retroactive to 7/1/09.
2. The **reappointment** of Erica (Coram) Botto, as **Kindergarten Teacher**, at a BA Step 1 level for the 2009-'10 school year, and Michael Butler as **P.E./Health Teacher** at a BA Step 1 level for the 2009-'10 school year. Salaries as per the negotiated agreement with the SEA for the 2009-'10 school year.
3. To **appoint** Crystal Hebbons , as a PT (*20 hours per week*) **Reading Specialist**, at a MA Step 2 level (*pro-rated*), for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA for the 2009-'10 school year.
4. To **appoint** Sharon Kapuscinski and Deborah Halpin, as Detention Monitors for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA.
5. To **change** Susan Ratajski's salary level from a MA Step 7, to a MA +30 Step 7 for the 2009-'10 school year, as per receipt of her academic transcripts verifying same.
6. Patty Nehrbaauer and Bernadette Baum, Rowan University students, to conduct **practicums** in

Art Education, under the supervision of Carmen Bayard, Art Teacher, for the Fall, 2009 Semester.

7. Aleah Braxton, Wilmington University student, to conduct a **clinical internship** with Janine Houser, Guidance Counselor, for the Fall, 2009 Semester.
8. To approve the revised **job description**, as attached, for the Maintenance Technician/Head Custodian position for the 2009-'10 school year.
9. In conjunction with the above, to **change** the salary of E. Prendergast, Maintenance Technician/Head Custodian, to \$39,900.00 for the 2009-'10 school year, retroactive to 7/1/'09.
10. Individuals on the attached list as **substitute teachers** for the 2009-'10 school year.
11. **Source For Teachers** substitute teaching list, with the addition of Alyssa Scisco, as attached for the 2009-'10 school year.
12. Jeannine Brannigan as a **1-1 PSD Assistant** for Summer, 2009 Session, effective 7/15 – 7/30/'09. Salary as per the negotiated contract with the SEA.
13. Michael Butler, as **Girls' Basketball and Boys' Baseball Coach** for the 2009-'10 school year. Stipend as per the negotiated agreement with the SEA.
14. To **appoint** Christina DeFlaviis, as a PT (*20 hours per week*) **Pre-school Teacher**, at a BA Step 1 level (*pro-rated*), for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA for the 2009-'10 school year.
15. To appoint Nancy C. Burns, as a PT (*20 hours per week*) **Pre-school Primary Resource Teacher**, at a BA Step 5 level (*pro-rated*), for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA for the 2009-'10 school year.
16. To accept the **resignation**, with regret, of Mary Morda, (PT) instructional aide, due to personal reasons, for the 2009-'10 school year.
17. The **substitute teaching** list, as attached, for the 2009-'10 school year.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 2

B. **Finance Committee**, C. Cronce, Chairperson

On a motion by Mr. Reeder seconded by Mr. Caswell 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.

June Bill List #3 \$ 6,670.00
 June Bill List #4 \$ 62,998.41
 June Bill List #5 \$ 13,413.99

July Bill List #1 \$ 118,156.25
 Aug. Bill List #1 \$ 357,151.18
 June Payroll #1 \$ 103,306.79
 June Payroll #2 \$ 140,139.88
 July Payroll #1 \$ 15,814.64
 July Payroll #2 & #3 \$ 20,002.07 & \$ 23,049.30
 June Transfers as attached.
 Board Secretary's Report for June, 2009
 Treasurer's Report(s) for June, 2009

1. The **Cooper Health System Agreement** for EAP Services for the 2009-'10 school year.
2. Receipt of approval from the NJDOE regarding **State Project# 4790-020-09-1001**, with the total state share of project costs equaling \$213,326.00.
3. Dr. Debra Bruner, Superintendent, for her attendance at an **NCLB EWEG Training Meeting** at CCTS, Berlin, NJ on 7/24/'09 and an **NJDOE AYP Analyzation Seminar** on 8/6/'09 in Sewell, NJ. There were no costs to attend these meetings.
4. Receipt of **approval** from the Camden County NJDOE regarding the excess 10% transfer of funds from accounts 12-000-400-610-000-00-00 in the amount of \$75,000.00 to 12-000-400-450-000-00-60 for the roofing project.
5. Mrs. Mary Dow, School Nurse, to attend the **"Educators Pandemic Influenza Summit,"** in So. Brunswick, NJ on 8/25/'09. There is no cost to attend the meeting. Per diem pay and mileage costs will be paid/reimbursed by the district as per the BOE travel policy.
6. Receipt of NJDOE approval of the **2009 IDEA-B Consolidated Application/Amendment** from the Office of Grants Management (OGM).
7. Lindenwold School District to serve as the **LEA** for the **Title III consortium** of the NCLB grant application for the distribution of Title III monies for the 2009-'10 school year.
8. **Administrative funds** to cover costs for a BOE Retreat; New Teacher Orientation Program (8/27/'09); Staff Orientation (9/1/'09); and the fourth annual Family Welcome Back Picnic (9/18/'09), if held.
9. The **placement** of a 4th Grade multiply-disabled student in the Gloucester County Special Services District –Bankridge School for the 2009-'10 school year, at a **tuition cost** of \$33,420.00 plus transportation costs (CCESC).
10. The **placement** of a 4th Grade cognitively-impaired student in the Gloucester County Special Services District –Bankridge School for the 2009-'10 school year, at a **tuition cost** of \$35,220.00 plus transportation costs (CCESC).
11. **School lunch prices** for the 2009-'10 school year at a cost of \$2.25 for a regular student lunch; \$.40 for a reduced lunch; \$ 1.25 for a regular student breakfast; and \$.30 for reduced breakfast meal. There was no price increase in student meals for the 2009-'10 school year..
12. Ed-Data **bid awards** as attached.
13. Sharon Kapuscinski, middle school basic skills reading/language arts teacher, to attend the **"Sheltered English Instruction"** workshop at GCSD on 9/18/'09. There is no cost to attend this workshop. Mileage reimbursement as per BOE Travel Policy.

14. Louise Barikian, Professional Development Chairperson, to attend the “**Phase I Professional Development Workshop**,” at ETTC on 10/14/’09. There is no cost to attend this workshop. Mileage reimbursement as per BOE Travel Policy.
15. To enter into a contract agreement with Margaret Walsh, Occupational Therapist, to provide **OT services** for the 2009-’10 school year. Total cost: \$27,000.00 to be paid at a rate of \$75.00 per hour for direct therapy, consultation, and/or OT program development; and a fee of \$275.00 for student evaluations.
16. To **appoint** Patricia Louise Bevelheimer as **Physical Therapist (PT)** for two days a week, for a maximum of three (3) hours per day at a rate of \$70.00 per hour, in lieu of contracting services for same from Gloucester County Special Services (GCSD), due to their inability to provide PT services to the school district.
17. To enter into an agreement with **The Alliance for Competitive Energy Services (ACES)** energy aggregation program of NJASBO/NJASA/NJSBA for the 2009-’10 school year.
18. To dispose of a water vacuum due to motor failure, estimated age is 15 years old, tag #00185.
19. To accept the **lowest quote** for Educational Business Services, PC to provide an update of fixed assets for the 2009-2010 school year in the amount of \$1,250.00.
20. An **increase** of 3% as per contractual agreement for the second year with GCA Custodial Services, in the amount of \$144,658.20 for the 2009-2010 school year.
21. The **activation** of Capital Reserve Fund account 30-000-401-450-000-00-00 (*construction services*) to access funds for payment of capital improvement projects, effective 7/16/09.
22. The **placement** of a pre-school student with disabilities at the Child Development Center, Gloucester County Special Services School District for the 2009-’10 school year. Tuition Cost: \$34,680.00. Transportation provided by CCECSC.
23. A **mandated bi-lingual CST evaluation** for a second grade student. Cost includes a psycho-educational evaluation for \$500.00; a social-emotional evaluation for \$250.00; and a speech & language evaluation for \$350.00.
24. Sandy Robinson, LDTC, to attend the **19th Annual Symposium for Learning Consultants**, Rowan University, Glassboro, NJ on 10/2/’09. Registration Cost: \$142.00. Mileage reimbursement as per BOE Travel policy.
25. To provide services for an eighth grade Educationally Disturbed (ED) student at the Yale School for the 2009-’10 school year at a **tuition cost** of \$46,926.60 plus transportation costs.
26. To approve a one year contract with Camden County **Purchasing Division Bid A-30** for copy paper, computer paper, envelopes and supplies under the Camden County Cooperative System Identifier #57-CCCPS listing the cost of each item under this bid.
27. The **placement** of a 6th Grade Specific Learning Disabilities student in the Gloucester County Special Services District –Bankridge School for the 2009-’10 school year, at a **tuition cost** of \$33,420.00 plus transportation costs (CCECSC).

ROLL CALL VOTE: YES 7 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. Confirmation of the **Electronic Violence and Vandalism Report (EVVR)**, as submitted by Kristine Height, principal, 2008-'09 school year.
2. Somerdale Park School **Calendar** and subsequent events for September, 2009.
3. Submission of the **2010 IDEA Part B and Pre-School Handicapped Grant Application(s)** and **2010 NCLB Title I Part A and Title I Part D Grant Application** in the amounts of \$130,152.00, \$3,7776.00 and \$116,681.00, respectively.
4. Receipt of **approval** of the American Recovery and Reinvestment Act (**ARRA**) Summer, 2009 Title I and IDEA grant applications and respective monies in the amounts of \$16,097.00 and \$17,670.00, respectively.
5. Submission of the **2010 American Recovery and Reinvestment Act (ARRA) Title I Grant Application(s)** in the total amount of \$32,194.00, of which 16,097.00 is to be expended in the Summer, 2009 term; and \$16,097.00 is to be expended in the 2009-'10 school year term.
6. Submission of the **2010 American Recovery and Reinvestment Act (ARRA) IDEA Grant Application(s)** in the total amounts of \$110,348 and \$3,977 to be expended in the 2009-'10 school year term.
6. The **Comprehensive Equity Plan** Annual Statement of Assurance, to be submitted to the Camden County NJDOE, for implementation of the Comprehensive Equity Plan for the 2008—2010 school years.
7. Revised **curriculum guides**, aligned with the Core Curriculum Content Standards for the disciplines of Reading/Language Arts; Mathematics; Social Studies; and Science.
8. Revised **curriculum guides**, aligned with the Core Curriculum Content Standards for the disciplines of Health/P.E.; Music; and Art.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 2

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

On a motion by Mr. Reeder seconded by Mr. Caswell the following was approved:

A recommendation is requested to approve the following:

Strauss-Esmay's draft 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. The first reading of same will occur at the September, 2009 regular BOE Meeting.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 2

E. **Buildings and Grounds Committee**, D. Reeder, Chairperson

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

A recommendation is requested to approve the following:

1. To approve the Parks & Billak **change order** for an additional \$4,688.01, to rectify water drainage problems in the front area (*science lab*) of the Somerdale Park School.
2. The **PTA** to use the library, music room, cafetorium and/or gymnasium for various activities throughout the 2009-'10 school year, as per the attached building usage forms.
3. To approve the Parks and Billak **change order** for additional work outside of the industrial arts room, not to exceed \$8,000.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 2

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| F. | Interdistrict Committee, | S. Lowden, Chairperson – Mrs. Lowden stated Rowan should have our feasibility study completed by October. |
| G. | CCESC Representative, | D. Reeder, 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 – Mrs. Caramiello and Mr. Reeder suggested there should be more awards and recognition on behalf of the Somerdale Community at the Sterling High School graduation awards ceremony. |
| L. | Negotiations, | J. Walsh, Chairperson – no report |

VII. OTHER REPORTS:

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

VIII. DISCUSSION ITEMS: Roofing Project/Storm Drainage Project
BOE Retreat/Goal Setting Workshop
Energy Surcharge Billing for Building Use
BTS Picnic

IX. NO PUBLIC COMMENTS at this time.

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.

- X. EXECUTIVE SESSION to discuss personnel, legal, and student matters at 9:50 pm.

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.

- XI. RETURN TO PUBLIC SESSION at 10:53 pm.

On a motion by Mrs. Gray and seconded by Mr. Walsh, the following was approved:

Mr. Bruce Taylor as Labor and Counsel for negotiations for the 2009-2010 school year.

To authorize the solicitor to contact the parent whose name is on record for a residency issue, as per the BOE discussion in executive session.

- XII. ADJOURNMENT

On a motion by Mr. Reeder seconded by Mr. Walsh the meeting was adjourned at 10:58 p.m.

Respectfully Submitted,

Dawn Leary

Dawn Leary
Board Secretary