

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

MINUTES

June 15, 2009
7:30 p.m.

I. MEETING CALLED TO ORDER at 7:35 pm.

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 - present	Susan Lowden - present
Michelle Frontera - present	David Reeder -absent
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. Lowden seconded by Mrs. Cronce the following was approved:

Recommend that the Board of Education approve the regular and executive session minutes of the May 27, 2009 Regular and Executive Session Meetings.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 1 (Mr. Walsh) ABSENT 2

IV. STUDENT OF THE MONTH PRESENTATIONS

(Presented by Mrs. Kristine Height, Principal, Somerdale Park School)

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

Mr. Hayden asked the Board to reconsider the full-time Spanish position.

John Knorr, Ms. Leary's mentor, thanked the Board for allowing him to serve as her mentor.

A. The Superintendent gave a report at 7:45 p.m.

Dr. Bruner informed the Board of the re-bid meeting scheduled for June 23, 2009. She stated the completion date for the roof is approximately August 15, 2009. She asked the Board to meet on Wednesday, June 24, 2009 to approve the roofing bid.

Dr. Bruner asked the Board to table item #1 under Buildings & Grounds.

Dr. Bruner stated the district received a resolution from the municipality to use their building as an emergency evacuation shelter in the event of an emergency.

Dr. Bruner asked if any Board member would like to attend the eighth grade graduation ceremony to contact her secretary Mrs. Strassle. She stated there are 65 graduates this year and it is the largest class for the Somerdale Park School. She stated next year there will be approximately 47 graduates.

Dr. Bruner stated Parks & Billak contractors are ready to start the storm drainage project. She also stated summer school is scheduled to start on July 6 and will end on July 30, 2009.

Dr. Bruner informed the Board there would be no final decision on pre-school until July. Pre-school parents would be notified once the State's budget is finalized.

"Summary Report on Wilson/"Foundations" Programs, K. Height, Principal, and S. Robinson, LDTC"

Mrs. Robinson explained to the Board the importance of having the Wilson Learning Program and how instrumental it would be for the students.

B. The Business Administrator gave a report at 8:00 p.m.

Ms. Leary stated she participated in the following:

Review the reimbursement process with Amy from Frank Radey & Associates.

Attended a QSAC meeting with fellow administrators.

Attended monthly Roundtable meeting with fellow BA's.

Had a meeting with her mentor to review technology, food service and transportation.

Held a meeting with SJTP to review summer projects.

Ms. Leary stated she will be attending an Audit Workshop on June 17, 2009 in Mount Laurel.

Ms. Leary stated the Fire Marshall would be in the building on June 22, 2009 and that Rich Roswell and Mr. Prendergast will accommodate him throughout the building for the inspection.

Ms. Leary stated the bid openings for the roof were delayed due to a technicality. She stated the district was forced to postpone the bid openings and the new date for the bid opening would be on June 23, 2009. She said the roofing project should start on July 6, 2009 and will take approximately 4-6 weeks to complete.

Ms. Leary reminded the Board to turn in any training sheets. She also provided the Board with a Code of Ethics form and asked to have it signed and returned.

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, effective 7/1/09.
2. The **appointment** of staff, as attached, for extra-curricular and/or advisory clubs, as per the negotiated agreement with the SEA for the 2009-'10 school year.
3. The **appointment** of Ken Bond as ESL Program Tutor for the Summer, 2009 Session; and Nancy Estrella as ESL Assistant for the Summer, 2009 Session (7/6 - 7/30/09). Salaries as per the negotiated agreement with the SEA.
3. **To appoint** the following individuals as Summer Custodial/Maintenance Staff for the Summer, 2009 Season at \$11.00 per hour:
 - Brenda Stephens
 - Carmen Bayard
 - Sharon Kapuscinski
4. **Summer (2009)** QSAC Curriculum Writing/Alignment; Professional Learning Communities Development; and Curriculum Articulation Staff as attached. Hourly stipends as per the negotiated agreement with the SEA.
6. **To appoint** Jaime Mungo, as a sixth grade teacher, at a MA+15 Step 5 Level, for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA.
7. **To appoint** Jeffrey Murray, as a second grade teacher, at a MA Step 3 Level, for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA.
8. **To appoint** Jennifer Moffo, as a first grade teacher, at a MA Step 1 Level, for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA.

9. To **appoint** Halle Koch, as a third grade teacher, at a BA Step 1 Level, for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA.
10. To **appoint** Rachel Gorman, as a Kindergarten teacher, at a BA Step 1 Level, for the 2009-'10 school year. Salary as per the negotiated agreement with the SEA.
11. Janine Houser, Counselor, to finalize **NJASK demographic and statistical data** for the 2008-'09 school year, upon receipt of same from the NJDOE in the Summer, 2009 term; and to assess and screen new registrations/enrollments in August, 2009. Salary as per the negotiated hourly rate of pay, as per the negotiated agreement with the SEA.
12. Mary Dow, School Nurse, to conduct **Fall, 2008 student physicals**, in conjunction with Cooper Pediatrics, and to finalize immunization/medical records for all new 2009-'10 registrations, in August, 2009. Salary as per the negotiated hourly rate of pay, as per the negotiated agreement with the SEA.
13. Sandra Robinson, LDTC and Sharon DeNafo, Psychologist, to conduct **CST Evaluations**, as needed, throughout the Summer, 2009 term. Salary as per the negotiated hourly rate of pay, as per the negotiated agreement with the SEA.
14. To **appoint** Wanda Blann, receiving clerk for the 2009-2010 school year.
15. To **change** Susan Ratajski's salary level from a BA +30 Step 7, to a MA Step 7 for the 2009-'10 school, as per receipt of her academic transcripts verifying same.
16. To **appoint** Rachel Gorman as PSD Extended Year Teacher for the Summer, 2009 Session; and Mary Rose Reeder as PSD Extended Year Instructional Assistant for the Summer, 2009 Session (7/6 - 7/30/'09). Salaries as per the negotiated agreement with the SEA.
17. To **appoint** Lisa Padua and Mandy Seligman as Wilson and/or "Foundations" Program Tutors, respectively, for the Summer, 2009 Session (7/6 - 7/30/'09). Salaries as per the negotiated agreement with the SEA.
18. Tiffany Wells, Camden County College student, to conduct a one-day **clinical observation** in Mrs. Priolo's Kindergarten classroom on Tuesday, June 16, 2009.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 2 (item #1 was tabled)

B. Finance Committee, C. Cronce, Chairperson

On a motion by Mrs. Cronce seconded by Mr. Walsh 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 #1 \$ 640.54
June Bill List #2 \$ 60,365.44

May Payroll #1 \$ 100,664.88
 May Payroll #2 \$ 101,866.76
 Transfers/Adjustments as attached.
 Board Secretary's Report(s) for May, 2009
 Treasurer's Report(s) for May, 2009

1. **Authorize** the Business Administrator to approve contracts and pay bills in July and have them ratified by the BOE at the August Board meeting.
2. **Authorize** the Business Administrator to pay all bills in the 2008-2009 school-year and have them ratified by the BOE at the August Board meeting.
3. The **Source For Teachers** Substitute Contractual Agreement for the 2009-'10 school year.
4. Parks & Billak, as the lowest bidder for the **storm drainage project**, at a cost of \$25,511.00, with work to begin on 6/22/'09.
5. To enter into a **shared services interlocal agreement** for a Spanish/ESL Teacher for the 2009-'10 school year with the Sterling Regional HS District, at a cost of \$26,000.00.
6. The **consortium contract** for E-Rate exchange with Stratford School District.
7. **Annual Generator Maintenance Contract** with Genserve for the 2009-'10 school year.
8. Receipt of approval from the NJDOE regarding **State Project# 4790-020-09-1001** and Final Eligible Costs in the total amount (*state and local share*) of \$390,219.00.
9. The **placement** of one PSD tuition-receiving student in the Somerdale Park School Extended Year PSD Program at the district tuition rate of \$1,730.00.
10. The **placement** of two (2) Multiply-Disabled students in the Gloucester County Special Services School District (GCSSD) Extended Year Program, for the time period of 7/6 – 8/6/'09 at a tuition cost of \$3,750 per student.
11. The **placement** of one (1) primary student in the Gloucester County Special Services School District (GCSSD) Social Skills Program. The program is a twenty (20) day program at a total cost of \$1,250.00, to be paid with ARRA monies.
12. Continuation of **speech services** through Gloucester County Special Services School District (GCSSD) for the Summer, 2009 Session (July).
13. Dawn Leary, Business Administrator, for her attendance at a **full-day mentoring** meeting in Galloway Township, NJ with her mentor on 6/11/'09. There was no cost to attend this meeting.
14. The **Under The Sun Contract** Agreement to provide before and after-school care for the 2009-'10 school year.
15. Receipt of **approval** from the Camden County NJDOE regarding the excess 10% transfer of funds from accounts 12-000-401-450-000-00-60 in the amount of \$20,000.00 and 12-000-260-730-000-00-60 in the amount of \$6,229.00 to 12-000-400-450-000-00-60.

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 Mr. Walsh seconded by Mrs. Cronce the following was approved

A recommendation is requested to approve the following:

1. Receipt of **approval** from the Camden County NJDOE of the 2009-'10 Professional Development Plan.
2. The **Stewart E. McKinney-Vento Grant** with Gloucester County Special Services School District to serve as a liaison/support center for homeless children in all school districts in Camden County for the 2009-'10 school year. There is no cost to the Somerdale School District to participate in this grant program.
3. "Read Across America" and Scholastic Book Fair **library programs** for the 2009-'10 school year. Tentative dates are 3/3/'10 and 1/22 – 28/'10, respectively.
4. Receipt of **approval** from the Camden County NJDOE of the Summer School, 2009 application.
5. 2009-'10 PTA Calendar of Events, as attached.

ROLL CALL VOTE: YES 7 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 acknowledge the **donation** of hardware, wood, and other various woodworking supplies for use in the woodshop/industrial arts classroom by Michele Burton, librarian, for the remainder of 2008-'09 school year, and for the 2009-'10 school year.

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

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

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

1. **Awarding** of the lowest contractual **rebid** for DOE State Project #4790-020-09-1001 (*Roofing Project*) for the Summer, 2009 Term (*start date has been rescheduled for 7/6/'09*). The rebids will be conducted on 6/23/'09. D. Leary, Business Administrator, and F. Radey, Architect of-Record, will finalize the rebidding process.
2. Receipt of **approval** from the NJDOE regarding DOE State Project #: 4790-020-09-1001 allowing Albert O. Hallworth, Construction Official, Borough of Somerdale, to serve as **authorizing agency** for same, as per New Jersey Uniform Construction Code (NJUCC) regulations.
3. Receipt of **approval** from the Borough of Somerdale authorizing the Somerdale Municipal Building to serve as an **emergency evacuation center** for the Somerdale Park School, in the event of an emergency (as per our Emergency Management Plan).

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 2 (item #1 tabled for special mtg)

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| F. | Interdistrict Committee, | S. Lowden, Chairperson – Mrs. Lowden stated the district is waiting on the feasibility study. Dr. Bruner stated the report should be available in August. |
| G. | CCESC Representative, | D. Reeder, Representative – no report. |
| H. | NJSBA Representative, | S. Lowden – Attended the Delegate Assembly Meeting in May. Ms. Lowden stated there was a two hour discussion on what districts should spend their money on. She stated district were informed not to spend money on anything that will not continue after two years. She also stated districts can not replace things already in their budgets. |
| I. | CCSBA Representative, | M. Frontera – no report. |
| J. | Liaison Committee, | L. Giambri, Chairperson – Mrs. Gray stated all Board members should have received an update. |
| K. | Public Relations, | L. Caramiello, Chairperson – no report. |
| L. | Negotiations, | J. Walsh, Chairperson – Mr. Walsh stated he would like to began negotiations early. |

VIII. OTHER REPORTS:

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

IX. DISCUSSION ITEM: Roofing Project/Re-Bids/Timeline

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

To host special meeting to approve roofing bid on Wednesday, June 24, 2009 at 4:00 p.m.

X. PUBLIC COMMENTS (on any item) at 8:50 p.m.

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.

Mr. Walsh discussed the use of Smart Boards with keypads for students. Dr. Bruner stated the district could purchase those items with the ARRA stimulus monies.

Melissa Moore (PTA President) of 401 Park Ave. Somerdale, NJ asked if the district was going to have a pre-school program. Dr. Bruner stated the district would have an answer after July 1, 2009. She said the Governor has to pass his budget by June 30, 2009. She also stated the district will have

a preschool with inclusion class. Dr. Bruner stated if preschool disabled students are eligible for free and reduced lunch, then they are eligible for the program. Dr. Bruner also said the district has registered 27 students thus far and there are nine more slots to fill. The program will be half day inclusion for preschool disabled and half day regular education.

XI. EXECUTIVE SESSION to discuss personnel, legal, and student matters at 9:02 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.

XI. RETURN TO PUBLIC SESSION at 10:10 p.m.

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

Recommend to approve contractual agreement for the Business Administrator and Principal. Contracts have to be compliant with A-5 regulations.

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

To approve inter-local agreement with the Somerdale School District and Sterling High School for the Buildings & Grounds shared services for the 2009-2010 school year.

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

XIII. ADJOURNMENT

On a motion by Mrs. Caramiello, seconded by Mr. Walsh, the meeting was adjourned at 10:12 p.m.

Respectfully Submitted,

Dawn Leary

Dawn Leary
Board Secretary