

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education  
301 Grace Street  
Somerdale, NJ 08083

**Regular Meeting of the Board of Education**

**MINUTES**

December 16, 2009  
5:30 p.m.

I. MEETING CALLED TO ORDER. @ 5:40 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 – excused absence
Richard Caswell - present	Martha Gray - present
Cheryl Cronce - present	Susan Lowden - present
Michelle Frontera - present	James Walsh - present

Also Present:

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

III. EXECUTIVE SESSION to conduct BOE member interviews for the BOE member vacancy.

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.

IV. RETURN TO PUBLIC SESSION and Regular Meeting called to order at 7:32 p.m.

- V. PRESENTATION to Susan Ratajski, Sixth Grade Teacher, for being Wal-Mart's "Wish List," Office Max's "Adopt A Classroom" and Donor's Choose's "Learning in the Laundromat" award recipient, resulting in over \$800.00 worth of classroom supplies for her students.

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

- VIII. APPROVAL OF MINUTES

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

Recommend that the Board of Education approve the regular and executive session minutes of the November 18, 2009 Regular and Executive Session Meetings.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 1

- IX. 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.

- X. REPORTS

- A. The Principal gave the Superintendent's Report at 8:12 p.m.

Mrs. Height stated the Winter Concert is scheduled for Monday, December 21, at 7:30 p.m. She also stated Pajama Day will be on December 22<sup>nd</sup> and depending on the amount of monies raised, the teacher or administrator with the majority vote, could wear pajamas.

Mrs. Height stated the core curriculum content standards have been updated and the new standards for the Social Studies program are currently being reviewed. She also stated Health & Physical Education curriculums will be updated within the next few years.

Mrs. Height reminded the Board, the school district will be undergoing QSAC in February and that the advisory (PLC) committees are working out well.

Mrs. Height stated students in biology will be taking a placement test at Sterling High School on January 20, 2010.

Mrs. Height stated she and the PLC committees will be approving planning guides for new students. She reminded the Board the district currently has 18 Burmese students and the resources we currently have are low. She stated the State mandates immunizations and it has been difficult receiving records. She said she is currently working with the New Jersey Department of Health and they have been very helpful. She stated they will not give the district more students than it can handle.

Mrs. Height stated the advisory groups worked out well today. She said the older students were able to work with the younger student, hence, forming a good bonding relationship.

Mrs. Height stated there will be a free “Dress Down Day” to students who earn 100 merits or more.

Mrs. Caramiello asked how many Burmese student do we have?

Mrs. Height stated we have approximately 12, but there are 18 on the roster.

Mrs. Caramiello asked if we have any translator to help the students.

Mrs. Height stated we hired a new part time assistant who translates in seven different languages but has not started because we have not received his immunization records.

B. The Business Administrator gave a report at 8:22 p.m.

Ms. Leary stated Link High Technologies was in on December 2<sup>nd</sup> to provide a Technology Assessment. She said Dr. Bruner won the prize at the Fall Convention in October during the Treasure Chest drawing. Mr. Still (the computer teacher and Rob Revell of SJTP, on-site tech) walked through the building with the representative. To date, we have not yet received a report of their findings.

Ms. Leary stated she has been working with the SDA (School Development Authority) representative for the ROD grant program, with regard to reimbursement for the district. She informed the Board that local funds have been exhausted, and the ROD grant will provide 55% of the project. Ms. Leary also stated, a SDA representative visited the district on December 7<sup>th</sup>, to inspect the roof. No correspondence was received on the inspection, and we still have not received a punch list from the roofer.

Ms. Leary reviewed the change order from Frank Knight & Frank Radey (AOR). She stated the roofer indicated changes totaling \$82,573.29. The architect’s difference of opinion reflects a total of \$47,162.83. She stated there is a significant difference, and there will be a meeting between the solicitor, Dr. Bruner and herself regarding the change order in the future.

Ms. Leary informed the Board there will be a training session on January 7, 2009 at 6:30 p.m. at the Gloucester Institute of Technology. The topic of discussion will be “Legal and Practical Perspectives of Effective Boardmanship /Governance Aspects of NJQSAC. There is no fee to attend. Mrs. Leary said she would register anyone who is interested.

Ms. Leary stated GCA will be working during the Winter Break, and will be waxing the main hallway and industrial arts rooms. They will also be cleaning the main office and the gym.

Ms. Leary stated she has contacted several Architects and Engineers with regards to an engineering study. Some of the contacts included:

Faridy, Veisz and Fraytek were in on November 24 2009. They shared their findings, and submitted a RFP.

Becica & Associates (which was referred by Garrison Architect) was in on December 3<sup>rd</sup>.

Gibson Tarquini Group was in on December 10<sup>th</sup>.

Ms. Leary stated she has been forwarding engineering reports to the County BA.

Ms. Leary stated she participated in the following:

Attended the first negotiations meeting with Dr. Bruner, Mr. Walsh and Mr. Taylor.

Attended a State Aid Budget Workshop on December 9<sup>th</sup> at the Doubletree Hotel in Mount Laurel.

Attended the holiday luncheon and Roundtable meeting at the Golf Course in Pine Hill. She stated the news she received from the meeting was depressing.

Ms. Leary stated she met with Mr. P and Greg from Sterling to discuss budget needs for the upcoming school year.

Ms. Leary indicated from the last rainfall, there was no water damage or water coming into the industrial arts room, However, due to the downpour and small piping installed over the summer, an enormous amount of water flooded the teacher's entrance near the science room.

Ms. Leary indicated after speaking to NJSBAIG, the representative stated the amount of damages from the roofing project thus far, totaled \$44,000.000.

## XI. 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. **Source For Teachers** substitute teachers, as per the attached revised December, 2009 list, for the 2009-'10 school year.
2. To revise the **medical leave of absence** for Dawn Ramos, Accounting Clerk, as approved on 11/18/'09, and **change** to a date TBD in January or February, 2010, for a time period of six – eight weeks, with a return to work following same. Unused sick days will be utilized in conjunction with the leave, and the remainder of the leave will be an unpaid leave.
3. To appoint Kelly Briggs as a **substitute accounting clerk**, for approximately a six-eight week period, commencing at the time of the accounting clerk leave, at a salary rate of \$38,896.00 (*pro-rated for the six – eight week period*), and terminating upon the return of the Accounting Clerk from a medical leave.
4. Darrin Brown, Robert Serio, and Bruce Sunkett, as **substitute teachers** for the 2009-'10 school year.
5. Elizabeth Mooney, Rowan University student, to conduct a **clinical internship** with Lisa Werner, Third grade Teacher, Spring, 2010 Semester.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 1

### B. **Finance Committee**, C. Cronic, Chairperson

On a motion by Mrs. Cronic 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.

December Bill List #1 \$ 181,259.37

December Bill List #2 \$ 14,975.73

November Payroll #1 \$ 107,952.37

November Payroll #2 \$ 107,988.59

Transfers as attached.

Board Secretary's Report for November, 2009

Treasurer's Report(s) for November, 2009

1. The following staff members to attend **conferences**:
  - a). Dr. Debra Bruner, Superintendent, and Kurtis Still, Technology Teacher/Facilitator, to attend the **NJASA "Techspo" Technology Conference**, in Atlantic City, NJ on 1/28–1/29/'10. Total Registration Costs: \$698.00 (*\$349.00 per person*). Mileage reimbursement as per district travel policy.
  - b). Mandy Seligman, Basic Skills Teacher, Valerie Priolo, Kindergarten Teacher, Linda Saun, Second Grade Teacher, Jennefir Moffo and Joyce Rykala, First Grade Teachers, to attend the **BER Writing Strategies Workshop**, in Cherry Hill, NJ on 1/25/'10. Registration Cost: \$995.00 (*\$199.00 per person*). Mileage reimbursement as per district travel policy.
  - c). Erica Coram, Kindergarten Teacher, and Kimberly Plotts, Speech Therapist, to attend the **"Conference of Kindergarten Teachers"** in Atlantic City, NJ on 2/19/'10. Registration Cost: \$418.00 (*\$209.00 per person*). Mileage reimbursement as per district travel policy.
  - d). Kimberly Plotts, Speech Therapist, to attend the **"7<sup>th</sup> Annual Symposium for Speech-Language Specialists,"** in Glassboro (*Rowan University*), NJ on 3/19/'10. Registration Cost: \$149.00. Mileage reimbursement as per district travel policy.
  - e). Christina DeFlaviis, Pre-school Teacher, to attend **"The Conference for Pre-Kindergarten Teachers,"** on 2/19/'10 in Atlantic City, NJ. Registration Cost: \$209.00. Mileage reimbursement as per district travel policy.
  - f). Jaime Mungo, Sixth Grade Teacher, and Michelle Pringle, Third Grade Teacher, to attend the **"Six Traits in your Writing Program Workshop**, in Cherry Hill, NJ on 1/8/'10. Total Registration Costs: \$398.00 (*\$199.00 per person*). Mileage reimbursement as per district travel policy.
  - g). Kristine Height, Principal, to attend the **"Pyramid Response to Intervention"** Workshop in Tampa, FL on 4/21 – 4/22/'10. Registration Fee: \$575.00. Airfare: \$179.20. There are no lodging fees. Meal reimbursement as per A5 regulations.
  - h). Linda Saun, Second Grade Teacher, to attend the **"2<sup>nd</sup> Annual Camden County Academy of Teaching and Learning"** Workshop Meeting in Blackwood, NJ on 1/7/'10. There is no registration fee to attend this workshop. Mileage reimbursement as per district travel policy.
  - i). Lauren Baldyga, Fourth Grade Teacher, to attend **"What's New In Children's Literature and How To Use It In Your Classroom,"** in Cherry Hill, NJ on 2/4/'10. Registration Cost: \$215.00. Mileage reimbursement as per district travel policy.

2. The **lowest quote** from Altenburg Piano House to purchase a new piano in the amount of \$3750.00.

Mr. Caswell asked about item #2, the purchase of a new piano.

Mrs. Lowden stated Mrs. Burton gathered quotes from other vendors and the piano she is currently using is old and can not be tuned.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 1 ABSENT 1

The Board Secretary's and Treasurer's Reports were tabled for the month of November.

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

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

A recommendation is requested to approve the following:

1. **January calendar** events for January, 2010 (*subject to change, pending final calendar revisions*).
2. Revised **Technology curriculum guide**, aligned with the Core Curriculum Content Standards and the district technology plan.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 0 ABSENT 1

- D. Buildings and Grounds Committee, Chairperson TBD – no report
- E. Policy Committee, J. Walsh, Chairperson – no report
- F. Interdistrict Committee, S. Lowden, Chairperson – Mrs. Caramiello stated the County Superintendent did not attend the meeting. She said Stratford encouraged Hi-nella to join. She stated it cost the taxpayers 7,000 and this time it costs 8,000.

Mr. Caswell stated if we do not comply, then the Commissioner will force us to consolidate.

Mrs. Lowden stated the issue is not supporting the consolidation. She said Sterling took the initiative to perform the study and that the State was supposed to help with cost.

Mrs. Caramiello asked what would be the cost saving for the districts?

Mrs. Lowden stated, we would incur additional costs in the beginning, but there would eventually be a significant savings in the future.

Mrs. Caramiello stated the voters would have to vote yes. She said if there is one negative vote it would not pass. She stated Stratford just passed a referendum and that each town would keep their own debt.

Mr. Walsh stated the insurance would be a concern and that any politician could change the laws.

Mr. Caswell stated 26 districts were eliminated.

Mrs. Lowden stated non-operating districts were included and to anticipate more discussion.

Mrs. Lowden stated one year ago the district was mandated by the State to perform a study. She said she was surprised by the feasibility study. She stated the study had demographic reports and that Boards must form committees and consolidate different areas.

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| G. | CCESC Representative, | C. Cronic, Representative – Mrs. Cronic stated she attended the meeting and there was nothing to report that was relevant to Somerdale.              |
| H. | NJSBA Representative, | S. Lowden – no report.   |
| I. | CCSBA Representative, | M. Frontera – Mrs. Frontera stated she attended the Core Curriculum meeting on December 7, 2009. She stated they were busy passing bills.            |
| J. | Liaison Committee,    | L. Giambri, Chairperson – Mrs. Gray stated the Liaison meeting went well.  |
| K. | Public Relations,     | L. Caramiello, Chairperson – Mrs. Caramiello reminded the Board about the Christmas Concert. She stated it would be nice to see Board members there. |
| L. | Negotiations,         | J. Walsh, Chairperson – Mr. Walsh stated the next two meeting dates are tentatively set up for 1/21 and 2/4 with the SEA.                            |

XII. OTHER REPORTS:

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

- XIII. DISCUSSION ITEMS:     Roofing Project/Storm Drainage Project  
   Engineering Study  
   Feasibility Study – Next Steps  
   Sterling Shared Services Maintenance/Business Office Proposal 2010-'11

IV. 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.

- XV. EXECUTIVE SESSION to discuss personnel and legal matters at 8:45 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.

XVI. RETURN TO PUBLIC SESSION at 9:07 p.m.

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

To approve Thomas Toff to serve as the new Board member.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 0 ABSENT 1

XVII. ADJOURNMENT

On a motion by Mrs. Caramiello seconded by Mr. Caswell the meeting was adjourned at 9:07 p.m.

Respectfully Submitted,

**Dawn Leary**

Dawn Leary  
Board Secretary