

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education  
301 Grace Street  
Somerdale, NJ 08083

**Regular Meeting of the Board of Education**

**MINUTES**

January 20, 2010  
7:30 p.m.

I. MEETING CALLED TO ORDER @ 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 - present	Susan Lowden - present
Michelle Frontera - present (left at 8:00 pm.)	
James Walsh - present	

Also Present:

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

III. NOMINATION & ADMINISTRATION OF THE OATH OF OFFICE for BOE MEMBER VACANCY

I Thomas Toff, do solemnly swear that I possess the qualifications prescribed by law for the office of member of a board of education, that I am not disqualified as a voter pursuant to NJSA 19:4-1 and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability. So help me God.

Sworn before me this 20th day of January, 2010

IV. PRESENTATION to **Sabrina Howard**, Sixth Grade Student, for her Camden County PTA Reflections "Award of Excellence" for her film production program.

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 December 16, 2009 Regular and Executive Session Meetings.

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

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 7:40 p.m.

Dr. Bruner stated the administrators have been working hard to prepare for QSAC on February 3, 2010. She stated we were the only district within the inter-district this past year to make AYP and should be proud of our achievements.

Dr. Bruner reminded Mrs. Gray and Mrs. Lowden of the QSAC meeting scheduled with the County Superintendent on January 26, 2010 .

Dr. Bruner stated the Curriculum Committee will meet in early February to discuss the budget, along with other options regarding the reduction of State Aid. She stated departmentalizing has been discussed with Mrs. Height and information will be provided to the committee including updates on RTI, PLC's and student advisories.

Dr. Bruner stated the Book Fair will start on Friday and will run through next Thursday. Family night will be on January 27, 2010. She encouraged Board members to attend. She stated the second marking period will close on Friday and Report Cards will be sent home next Friday. The first meeting with the SEA and the negotiator will be on Thursday, February 4, 2010.

Dr. Bruner stated Ms. Leary will be providing budget meeting dates for the Finance Committee. She stated the budget this year will be a challenge. Districts may not receive stabilization aid; surplus may be taken away in lieu of State Aid payments and the State may eliminate ARRA monies. Dr. Bruner stated a lot will depend on the new Governor and his budget presentation, which will take place Mid-March. As a result, the Board meeting for next month has been changed until the end of February.

Dr. Bruner stated the district has been very busy with student activities. Student Council raised money for Haiti by conducting "Hat Day" and donating every dollar to the Red Cross. The "Mother's Matter Program" collected different items for women shelters. "Jump Rope for Heart" is scheduled for February 5, 2010, and the Crossing Guard Breakfast will be held on February 8, 2010. A dental assembly for the younger students will be held on February 9, 2010.

Dr. Bruner stated everyone should have copies of the Feasibility Study. It is listed on the agenda under discussion items to determine the next steps. Currently, all districts within the inter-district are waiting to hear specifics from the new Governor.

B. The Business Administrator gave a report at 7:48 p.m.

Ms. Leary stated she participated in the following:

Worked with Strauss Esmay regarding the final touches for the district policies. She stated there are a few regulations that need to be addressed, but other than that, the district is in good shape for QSAC on February 3, 2010. Sandy Nicastro of Strauss Esmay provided 14 disc in PDF format with the policies. She said everyone should have received one in their Board packets last week. On the agenda there is an additional cost for a one time set-up fee for online services along with the annual yearly fee.

Attended Round Table earlier this month with fellow BA's. Ms. Leary invited the Board to attend a workshop on Thursday, January, 28, 2010 at 7:30 pm. at Eastern Regional High School. She said the workshop will discuss the budget in detail along with the State Aid formula, and how it is calculated. She said the representative from CCASBO will also discuss the funding formula, and other factors that have an impact on school budgets. Mrs. Leary said she would register anyone who is interested.

Attended a meeting with Frank Radey, Mr. P, Dr. Bruner and Teal Jefferis of Jefferis Engineering to discuss ROD grant items. She stated the new ROD grant is due on January 29, 2010. Some of the ideas discussed for the grant were:

A/C in the C Wing

The re-topping of the asphalt throughout the parking lot

More stormwater (the hope is to relieve more of the water passing thru the retention pipes underneath-toward the back of the building)

Ms. Leary stated she held a Safety Meeting earlier in the day which went very well. Mrs. Denafio and Mrs. Botka will be working on the REMS grant. The REMS (Readiness and Emergency Management for School grant is to improve and strengthen school emergency response and crisis management plans, including training personnel and students in emergency management procedures.

Ms. Leary stated she has been working hard on the budget, and the news she received from the County and other colleagues was not good. She stated the district may not receive not only June's State Aid payments but the second payment in May will also be withheld. The ARRA monies provided to the districts for two years, maybe cut next year. Many districts may be flat funded or could face State Aid cuts of 5%, 10% or 15%.

Ms. Leary stated an Air Quality Specialist was in on January 11th, and provided a proposal. She said Greg from Sterling informed her that a representative from the Board of Health will be in the district on January 28, 2010 to take Air Quality Samples.

Ms. Leary stated there will be Web-based Accountability Act Mandated Training offered until March 12, 2010. She said she will register any Board member who is interested.

Ms. Leary stated she provided Disclosure/Ethics forms earlier. She asked the Board members to return them to her office at their earliest convenience.

Lastly, Ms. Leary stated she has provided New Board Member packets to members whose terms will expire this year. All petitions are due back by March 1, 2010.

Mr. Caswell asked if there were any floods in the building due to the recent rainfall. He also stated there was a tree leaning and ready to snap at the top of the school property behind the Tavern.

Greg from Sterling indicated that he would examine the area tomorrow.

## 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. The following staff members to serve as **PLC Facilitators** for the 2009-'10 school year:  
 Sharon Kapuscinski; Kimberly Plotts; Jeff Murray; Lauren Baldgya; Sharon DeNafo; and Jaime Mungo.  
 Salary as per the curriculum rate of pay as per the negotiated contract with the SEA.
2. Rosalinda Still as a **substitute teacher** and Kelsey Swanson as a **substitute assistant** for the remainder of the 2009-'10 school year.
3. To enter into a **Tier 2 Collaborative Partnership** with Rowan University, College of Education, to provide sophomore, junior, and senior *level (clinical internships/student teaching)* practicums for students, for the 2010 -'11 school year.
4. To approve a paid **medical leave** (*utilizing unused sick days*) for V. Dare, effective 4/20/'10 until the end of the 2009-'10 school year.
5. Halle Koch as a **substitute Homework Club Advisor** for the remainder of the 2009-'10 school year. Salary/stipend as per the negotiated agreement with the SEA.

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

### 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.

January Bill List #1 \$ 202,219.00

January Bill List #2 \$ 11,558.40  
 January Bill List #3 \$ 191,512.82  
 December Payroll #1 \$ 106,533.82  
 December Payroll #2 \$ 139,372.02  
 Transfers as attached.

Board Secretary's Report for November and December, 2009  
 Treasurer's Report(s) for November and December, 2009

1. The following staff members to attend **conferences**:
  - a.) Lauren Baldgya, Fourth Grade Teacher, and Halle Koch, Third Grade Teacher, to attend the **"What's New in Children's Literature"** Seminar, on 2/4/'10, in Cherry Hill, NJ. Registration Cost: \$430.00 (*\$215.00 per person*). Mileage reimbursement as per district travel policy.
  - b.) Kristine Height, Principal, to attend the **Camden County Elementary Principal & Supervisory Association (CCEPSA) Meetings**, on 1/19/'10 and 2/16/'10, respectively. Registration Cost: \$100.00. Mileage reimbursement as per district travel policy.
  - c.) Dr. Debra Bruner, Superintendent, and B. Seery, CST Director, to attend the BACCEIC & EIRC **"IEP Litigation Avoidance"** Meeting on 1/26/'10 in Deptford, NJ. There are no registration costs to attend the meeting. Mileage reimbursement as per district travel policy.
  - d.) Kurtis Still, Computer Teacher, to attend **ETTC**, Blackwood, NJ on 1/25/'10 for orientation training regarding the NJDOE's new three year technology plans. There is no cost to attend this training session.
2. To accept the lowest quote for **snow removal** from Elite Landscaping, effective January 4, 2010 to April 15, 2010, with an option to renew the following year.
3. To approve the one time set-up website fee with **Strauss Esmay** in the amount of \$1995.00, in conjunction with the District Online Service, at a fee of \$1595.00 per year, to continually update and revise the BOE policy manual and its respective by-laws.
4. To approve the return of **non-public (Chapter 192) monies** to the New Jersey Department of Education in the amount of \$202,219.00.
5. To accept the **submission** of the **Rod Grant** to the NJDOE for the 2010-2011 school year.
6. The **Business Associate Agreement** between LDP Consulting Group and all of the Health Plans of Plan Sponsor to facilitate compliance with the Privacy and Security Rules. It is also being entered into between the parties to facilitate compliance with the HITECH Amendment to HIPAA.

Mrs. Caramiello asked why the district was sending money back to the State for non-public.

Ms. Leary and Dr. Bruner stated "Our Lady of Grace" was the non-public school in Somerdale. Although the school closed last year, the State still continued to channel the money to the district. Ms. Leary stated she called the Department of Education and was instructed to send the money back.

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. Caswell the following was approved:

A recommendation is requested to approve the following:

1. **February calendar** events for February, 2010 (*subject to change, pending final calendar revisions*).
2. **Eighth grade students** to visit New York City on **May 27, 2010**, as a culminating eighth grade student activity. Students are holding various fundraisers (*as attached in accompanying letter*) to cover the cost(s) of the field trip, and all end-of-year activities.
3. **Kindergarten** students to visit Storybook Land, Egg Harbor Township, NJ on 5/12/'10, as a culminating reading/lang. arts activity.
4. The proposed **2010-'11 Calendar**, as attached, for the 2010-'11 school year.
5. To submit the "Race To The Top" **Memorandum of Agreement** for submission to the NJDOE for consideration to apply for same, upon receipt of approval of same by the USDOE.
6. To accept receipt of **approval** from the Camden County NJDOE to allow Somerdale SD to enter into a joint interdistrict Professional Development Plan with the sending school districts in the Sterling Regional HS District.
7. The revised Boys' and Girls' 2009-'10 **Basketball Schedules**, as attached.
8. **Community Service** and **National Junior Honor Society** to attend "Pride in Education" Day at the Voorhees Towne Center, Voorhees, NJ on 4/12/'10.
9. **Sixth Grade** students to visit the Ronald McDonald House, Camden, NJ on 3/9/'10, and the Holocaust Museum, Cherry Hill, NJ on 5/13/'10. Cost per pupil: \$10.00.

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. Lowden, the following was approved:

A recommendation is requested to approve the following:

1. To acknowledge the individuals on the attached sheet for their **participation** and/or **donations** in our recent holiday toy drive. A special thank-you to Mary Dow, School Nurse, for organizing this annual event.
2. Strauss-Esmay's **addendum** and revised policies as per the second reading of the BOE Policy Manual on 10/21/'09.
3. To **change** the 2/17/'10 regular **BOE Meeting** to 2/24/'10, to finalize the proposed 2010-'11 budget, due to the delay in the Governor's Address and the legislature's subsequent delay to release state aid figures for the 2010-'11 fiscal school year.

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

E. **Buildings and Grounds Committee**, Chairperson TBD – no report.

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| F  | Interdistrict Committee, | S. Lowden, Chairperson – no report.                    |
| G. | CCESC Representative,    | C. Cronic, Representative – meeting was canceled.      |
| H. | NJSBA Representative,    | S. Lowden – no report.                                 |
| I. | CCSBA Representative,    | M. Frontera – no report.                               |
| J. | Liaison Committee,       | L. Giambri, Chairperson – meeting next month.          |
| K. | Public Relations,        | L. Caramiello, Chairperson – no report.                |
| L. | Negotiations,            | J. Walsh, Chairperson – next meeting February 4, 2010. |

X. OTHER REPORTS:

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

XI. DISCUSSION ITEMS:      Roofing Project/Storm Drainage Project/Engineering Study  
    Feasibility Study – Next Steps  
    PTA Dress Down Days

Mrs. Caramiello stated, there were several discussions regarding the Inter-districts consolidation. She said consolidation may not be the best decision at this time, but shared services is strongly recommended. She asked what was the status of shared services.

Dr. Bruner stated the district will be asking for RFP's for maintenance and custodial services. She said the district is currently using GCA and their contract is up in June. She stated Dr. McCaulley of Sterling High School will be providing a proposal for maintenance. Dr. Bruner also stated the shared services for the business office is also an option and the finance committees from Sterling and Somerdale will meet to review the proposal.

Mrs. Caramiello stated Sterling High School has shared services with Woodlynne Public School and the BA is now an Assistant BA and some personnel was eliminated. She stated she was able to review the contract and suggested Dr. Bruner look it over. She said all the schools Sterling has shared services with are listed. She said the district needs to look at ways to cut taxes.

XII. PUBLIC COMMENTS (on any item) at 8:22 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. Russell of 16 Gloucester Ave. Somerdale, NJ asked for more information regarding QSAC and AYP.

Dr. Bruner defined the acronym as the “Quality Single Accountability Continuum”. She stated the State will come out to the district to monitor and evaluate the school. With regard to AYP, she explained it stands for Adequate Yearly Progress. When students take the State Assessment Test, the State clusters the grades as a group. There are two levels, Elementary and Middle School. Our district has made AYP for the last eight years. The State reviewed all the subgroups, and AYP is measured by all economic groups and special education and ESL groups. Our demographics are changing along with the ESL population. She stated Mrs. Height has worked hard with RTI (Response to Intervention), PLC’s and advisory groups for students.

instead Mr. Russell stated he also concurs with Mrs. Caramiello regarding administrative cuts to the district of program cuts that affect students.

Mrs. Caramiello reiterated the need for Somerdale residents to come out and vote. She stated Somerdale does a wonderful job with the budget.

XIII. EXECUTIVE SESSION to discuss personnel and legal matters at 8:48 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 10:07 p.m.

XV. ADJOURNMENT

On a motion by Mr. Walsh seconded by Mrs. Cronce, the meeting was adjourned at 10:08 p.m.

Respectfully Submitted,

**Dawn Leary**

Dawn Leary  
Board Secretary