

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

MINUTES

September 17, 2008
5:00 p.m.

I. MEETING CALLED TO ORDER at 5:20 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

James Abbott-present	Linda Giambri-absent
Leslie Caramiello-present	Martha Gray-present
Richard Caswell-present	Susan Lowden-present
Cheryl Cronce-present	David Reeder-absent

James Welsh arrived at 5:50 p.m.

Also Present:

Dr. Debra L. Bruner, Superintendent
Dawn Leary, Business Administrator/Board Secretary
Kristine Height, Principal
Doug McGarry, Bldg. & Grnds. Supervisor/EFM
John Kennedy, Solicitor arrived at 7:25 p.m.

III. **2008-'09 GOAL-SETTING RETREAT** w/Terry Lewis, New Jersey School Boards Association (NJSBA) Representative.

IV. APPROVAL OF MINUTES

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

Recommend that the Board of Education approve the Regular and Executive Session minutes of the August 18, 2008 regular Board of Education Meeting.

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

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 7:35 p.m.

Welcome back picnic- will remind the parents to bring their own food. Mr. Reeder will provide the music.

Enrollment has increased our student population and will be close to 490 by October 15, 2008.

New family from Burma has joined the district from Catholic charities.

Currently working on the NCLB grant.

Transition in the business office is still taking place and we are interviewing for the accounting clerk's position.

New County Superintendent on board and her main initiative is district consolidation.

Will set-up meeting dates with other district superintendents.

Retreat went well and goals and objectives were put in place.

B. The Business Administrator gave a report at 7:40p.m.

The business office is still going through a transition process.

Information was gathered for Strauss Esmay.

Started inputting grants into the system.

VII. NEW BUSINESS

A. **Personnel Committee**, M. Gray, Chairperson

On a motion by Mrs. Lowden seconded by Mr. Abbott the following was approved:

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

1. To extend the paid **medical leave** (*approved at the 8/18/'08 BOE Meeting*) for Barbara Seery, Social Worker/CST Director, for approximately another five-six week period.

2. To continue to extend **additional hours** for Sandra Robinson, LDTC and Sharon Denafio, Psychologist (*approved at the 8/18/08 BOE Meeting*), to cover the absence of the CST Director for approximately a five-six week period.
3. As per receipt of transcripts, to **change** Kimberly Rickerby Noonan, special ed./middle school mathematics teacher, from a BA + 30 Step 6 salary level, to a MA Step 6 salary level, for the 2008-'09 school year.
4. To **rescind** the appointment of Staci McGlade as **PT resource assistant** (*no benefits*) at a Step 1 para-professional level for the 2008-'09 school year, due to her non-acceptance of same.
5. To **appoint** Cathy Farmer as **PT resource assistant** (*no benefits*) at a Step 1 para-professional level for the 2008-'09 school year, effective 9/1/08.
6. Kelly Abbott, Camden County College student, to conduct a **fifteen-hour field experience** with V. Dare, second grade teacher, at the Somerdale Park School, for the Fall, 2008 semester.
7. Source for Teachers **substitute teachers** as attached, for the 2008-'09 school year.
8. Suzanne Wagner, Kaitlyn Burke, and Christina Haurin as **substitute teachers** for the 2008-'09 school year.
9. Susan Ratajski to serve as a **mentor** for Ken Bond for the 2008-'09 school year. Mentor fees are to be paid by the respective novice teacher.
10. Michael Butler to serve as **Girls' Basketball Coach** for the 2008-'09 school year. Salary as per the negotiated contract with the SEA.
11. Lisa Werner and Lennie Biad to serve as (*a.m.*) and (*p.m.*) **detention supervisors**, respectively, for the 2008-'09 school year. Salary as per the negotiated contract with the SEA.
12. Donna Granese to serve as a **Homework Advisor** for the Homework Club for the 2008-'09 school year. Salary as per the negotiated contract with the SEA.
13. Mary Morda, Rowan University student, to conduct a **guidance internship** with Janine Houser, Counselor, for the Fall, 2008 semester.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 1(Mr. Abbott on # 6, all else yes) ABSENT 2

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

On a motion by Mr. Caswell 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.

August Bill List \$ 214,295.42

August Payroll #1 \$ 34,249.65

August Payroll #2 \$ 29,187.91
 August Payroll #3 \$ 117,882.53
 Transfers/Adjustments as attached.
 Board Secretary's Report for July, 2008
 Treasurer's Report for July, 2008

1. The following staff members to attend **conferences**:
 - a). Susan Ratajski and Louise Barikian to attend the "**Lessons That Change Writing**" Seminar , in Philadelphia, PA on 11/07/'08. Registration fee is \$189.00 per person, plus mileage reimbursement costs.
 - b). Sandra Robinson and/or Sharon DeNafo, CST Staff, to attend all countywide, districtwide, and/or regional **CST and/or IEP** (*out-of-district*) student(s) meetings for the 2008-'09 school year, as needed, in the absence of Barbara Seery, CST Director. Mileage reimbursement as per state code.
 - c). Sandra Robinson and/or Sharon DeNafo, CST Staff, to attend the **Homeless Liaison Coordinator's Meetings** for the 2008-'09 school year, as needed, in the absence of Barbara Seery, CST Director. Mileage reimbursement as per state code.
 - d). Janine Houser, Counselor, to attend the **Association of Student Assistance Professionals of New Jersey (ASAP)** meetings for the 2008-'09 school year. Mileage reimbursement as per state code.
 - e). Janine Houser, Counselor, to attend all **Camden County Peer Mediation** meetings for the 2008-'09 school year. Mileage reimbursement as per state code.
 - f). Louise Barikian to participate/attend all **Interdistrict Professional Development (PDP) Meetings** for the 2008-'09 school year. Mileage reimbursement as per state code.
 - g). To approve all board members, the superintendent, business administrator, and principal to attend any and/or all selected Camden County **NJSBA or statewide NJSBA meetings** and/or training sessions for the 2008-'09 school year.
 - h). Ken Bond to attend the "**Bilingual Education Administrative Code**" Seminar on 10/30/'08 in Trenton, NJ. There is no registration fee to attend the seminar; and mileage reimbursement costs will be as per state code.
 - i). To approve Doug McGarry Building & Grounds Supervisor/EFM to attend the NECC seminar on 9/24 and 9/25 in Havertown Pa. Total cost \$369.00 plus mileage.
2. The participation of the Somerdale Park School in the **Interdistrict Golf Program** for the 2008-'09 school year. Magnolia will serve as the LEA. The program will be held 9/29 – 10/31/'08 at the Valleybrook Golf Club, from 4:00 p.m. – 6:00 p.m. Students will provide their own transportation. Total cost to the district = \$1,000.00.
3. The submission of the **2009 No Child Left Behind (NCLB)** grant application and respective statements of assurance, in the amount of \$109,196.00.
4. The submission of the 2009 **Individuals with Disabilities Education (IDEA) and Pre-School Handicapped Act** grant application, in the amount of \$128,556.00 and \$3,754.00, respectively.

5. To **accept** the lowest bid quote of \$3,650.00 from Realtime Information Special Education Management /IEP Module, to implement/update, as per state mandate, the coordination of special student management systems with student personnel systems in conjunction with NJSMART.
6. Sharon Kapuscinski to provide **homebound instruction/tutoring** to a third grade student, effective 9/18/'08, for approximately a two-four week period. Tutor and specific times to be determined. Salary as per the negotiated agreement with the SEA.
7. To enter into a contract agreement with Margaret Walsh, Occupational Therapist, to provide **OT services** for the 2008-'09 school year. Total cost not to exceed: \$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.
8. To provide services for a seventh grade Emotionally Disturbed (ED) student at the Yale School for the 2008-'09 school year at a **tuition cost** of \$45,034.50, plus transportation costs.
9. The Instructional Service Agreement with the Gloucester County Special Services School District (GCSSD) for the **2008 Extended School Year** Program, at a cost of \$5,100.00 per pupil.
10. To accept receipt of two (2) **PSD tuition students** from the Clementon School District, at a cost of \$13,420.00 (*student*) and \$7,907.00 (*one-to-one aide*), respectively.

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

C. **Curriculum Committee**, C. Cronce and L. Giambri, Co-Chairpersons

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

A recommendation is requested to approve the following:

1. **October calendar** events for October, 2008 (*subject to change, pending final calendar revisions*).
2. Somerdale Park School 2008-'09 **Targeted Goals and Objectives** for sub-groups at grades 3-8, pending Cycle II final reports for the **NJASK**.
3. The 2008 **Soccer Schedule**, as attached.
4. To allow James Introcasa, Representative, "**Good Works Tour**," to speak with the sixth grade regarding volunteerism, and the importance of same, at a date and time TBD, pending the company's nationwide tour/schedule.
5. Receipt of **approval** by the Camden County NJDOE of the **2008-2011 Professional Development Mentoring Plan**.
6. To approve Rich Dilmore and Louise Barikian 8th grade advisors, to conduct an Entertainment Book Fundraiser for the eighth grade students.

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

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

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

A recommendation is requested to acknowledge receipt of drink donations from the Pepsi-Cola National Brand Beverage Company, Pennsauken, NJ for the third annual BTS Picnic.

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

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

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

A recommendation is requested to approve Douglas McGarry as IPM (Integrated Pest Manager) Coordinator for the Somerdale School District for the 2008-2009 school year.

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

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| <p>F. Interdistrict Committee,</p> <p>G. CCESC Representative,</p> <p>H. NJSBA Representative,</p> <p>I. CCSBA Representative,</p> <p>J. Liaison Committee,</p> <p>K. Public Relations,</p> <p>L. Negotiations,</p> | <p>S. Lowden, Chairperson - Dr. Bruner had a round table to have committees get together.</p> <p>D. Reeder, Representative - not present</p> <p>S. Lowden – thanked NJSBA for their help with their planning and direction.</p> <p>C. Cronce – will be attending the 9/25 “Meet the Superintendent in Lindenwold.</p> <p>M. Gray, Chairperson – will be setting up liaison meetings in early October.</p> <p>L. Giambri, Chairperson – not present</p> <p>J. Walsh, Chairperson – labor of peace thus far</p> |
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IX. PUBLIC COMMENTS (on any item) at 8:00 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.

Jennifer McQuade who resides at 204 Poplar Terrace in Somerdale and who is also a Council Liaison for School Board commented on the following:

Courier Post has reported that the Somerdale Park School is doing well.

Because of consolidation, she wanted to know if the district participated in shared services and if not she stated the district should reach out to them.

Dr. Bruner explained that the County Superintendents want board members to start discussing consolidation. She also stated that she will invite the mayor and look to the new County Superintendent for direction.

Mr. Abbott stated that the district has been involved in shared services for over 10 years.

Mrs. McQuade had questions concerning the PTA fundraiser.

Mrs. Dow (the school nurse and PTA Vice President) explained to Mrs. McQuade that the money raised would be used for the PTA meetings and eighth grade programs such as dinner dances, trips and other activities.

Mrs. McQuade stated the uniform participation for students was wonderful. She also stated the teachers should also have a dress code in place. She stated that she has seen teachers in flip flops and jeans and that the look was unprofessional.

Mrs. McQuade stated she was in the building the first week of school and that most of the staff was dressed professionally.

Dr. Bruner stated that the district does have a dress code in place for teachers, and that she would address the matter with the SEA.

Mrs. Dow inquired about the Interdistrict Golf Program.

Dr. Bruner stated the Interdistrict Program pays the coaches and club fees for the students.

X. EXECUTIVE SESSION to discuss personnel and legal matters at 8:45 p.m.

On a motion by Mrs. Caramiello seconded by Mrs. Cronce.

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.

RETURN TO PUBLIC SESSION at 8:50 p.m.

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

To approve the following teachers for tenure: Lauren Baldyga and Susan Ratajski.

To approve K. Peters as a consultant for October, 2008.

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

XII. ADJOURNMENT

On a motion by Mrs. Cronce seconded by Mrs. Caramiello the meeting was adjourned at 9:00 p.m.

Respectfully Submitted,

Dawn Leary

Dawn Leary
Board Secretary