

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

Minutes

October 17, 2007
7:30 p.m.

I. MEETING CALLED TO ORDER at 7:30 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	Martha Gray-present
Richard Caswell-present	Susan Lowden-present
Cheryl Cronce-present	David Reeder-present
Linda Giambri- absent	James Walsh-absent
Deborah Giordano-present	

Also Present:

Dr. Debra L. Bruner, Superintendent- present
Kelly Peters, Business Administrator/Board Secretary- present
Kristine Height, Principal- present
Doug McGarry, Bldg. & Grnds. Supervisor/EFM- present
Jack Kennedy, Solicitor-absent
Mr. L. Wood, representing Mr. J Kennedy, Solicitor

III. STUDENT OF THE MONTH PRESENTATIONS at 7:31 p.m.

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

Mrs. Height explained the Student of the Month program to the Board and the public.
Mrs. Height presented the following students as students chosen for this program:

Kindergarten- Rachel Hoops and Casey Brown
1st grade - Rebecca Garton and Dakota Smith
2nd grade - Amber Pearson and Kareen Abdelaal
3rd grade - Alicia Toff and John Griffith
4th grade - Donia Abdelaal and Conner Daley
5th grade - Ann Marie Brooks and Chris Brennan
6th grade - Miriam Saad and Nicholas Mousley
7th grade - Elena Panchal and James Daniels
8th grade - Ayomide Sokale and Carlos Vargas

IV. APPROVAL OF MINUTES at 7:39 p.m.

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

Recommend that the Board of Education approve the Regular and Executive Session minutes of the September 19, 2007 regular Board of Education Meeting.

ROLL CALL VOTE: YES 4 NO 0 ABSTAIN 3 (Mr. Caswell, Mrs. Cronce, Mr. Reeder) ABSENT 2

V. PUBLIC COMMENTS on any action items at 7:40 p.m.

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.

There were no public comments at this time.

VI. REPORTS

A. The Superintendent gave a report at 7:41 p.m.-

Dr. Bruner stated the Principal (Mrs. Kristine Height) has started a newsletter called the Principal's page.

Dr. Bruner stated that Mrs. Height implemented a Buddy System in the school for violence/vandalism week.

Red Ribbon week is next week in the school district.

Dr. Bruner stated that first quarter interims are coming out soon.

Dr. Bruner stated that the QAAR is attached.

Dr. Bruner explained the Wilson Reading program and that it is an intensive one on one program with delayed readers. Dr. Bruner explained that the district may have the opportunity to host training at our school which would defer some of the costs and use our own students to start implementing this reading program.

Dr. Bruner mentioned to the Board and she and Ms. Peters would be attending the School Boards Convention next week.

Dr. Bruner stated that the Halloween parade would take place on Oct 31st at 1:30 p.m. and that this may be the last year for the parade. Dr. Bruner stated that there was some difficulty in getting the Sterling Band to our school and with the help of Ms. Peters secured a bus from Stratford to transport the students from Sterling High School here. Dr. Bruner also mentioned that because of increasing security needs and concerns the parade may be moved to Ward Field next year.

B. Business Administrator's Report at 7:50 p.m.

Ms. Peters stated that the following reports were either due October or the beginning of November:

- Debt Service Data Collection
- NJ SMART Data Collection
- ASSA Data Collection
- Administrative Benefits and Salaries Data Collection
- IDEA Application
- NCLB Application
- DRTRS (Transportation) Data Collection
- FY06 Application Adjustment

Ms. Peters stated that she has been working with the Private Investigator on residency issues.

Ms. Peters stated that the audit is coming along and should be completed by November.

Ms. Peters stated that she is working with Mr. McGarry on the roofing project for next year.

Ms. Peters stated that she is anticipating starting the budget in November.

Ms. Peters stated that she attended a training in Northfield and Trenton which discussed School Security and resources available to school districts.

Ms. Peters stated that there would be a Health and Wellness Committee meeting on October 18, 2007 to discuss Halloween, and the fruits and vegetable of the month. She also stated that two students from grades 5-8 were invited to be student representatives on the Health and Wellness Committee.

Ms. Peters explained a product called Connect Ed- this product is a notification system the district can use to relay messages to parents via, telephone, email, text message and fax. This system would be used for emergency situations as well as non-emergency messages to remind parents of school activities, snow days etc.

Ms. Peters mentioned the National School Boards Conference on March 29, 2008 through April 1, 2008 in Florida. If any board members were interested in attending the conference they should contact Ms. Peters.

Ms. Peters stated that the NJ School Board Conference would be October 24-28, 2007 and that the conference badges were passed out tonight.

Ms. Peters stated that she worked with a fifth grade teacher to apply for a grant from Target Corporation. This grant would give the school \$1,000 to transport students, buy tickets and any other costs associated with the trip. Ms. Peters stated that the trip would be to the Constitution Center in Philadelphia.

Ms. Peters reminded the Board that there is mandatory board member training for all re-elected and all first year board members.

VII. NEW BUSINESS at 8:26 p.m.

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

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

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

1. To appoint Melissa McCarthy as **Girls' Basketball Coach** for the 2007-'08 school year, as per the negotiated contract with the SEA.
2. To appoint Lennie Biad, Elizabeth Carroll, Sharon Gomez, and Melissa McCarthy as **after-school detention supervisors** for the 2007-'08 school year, as per the negotiated contract with the SEA.
3. To appoint Suzanne Wagner and Kaitlin Burke as **substitute teachers** for the 2007-'08 school year.
4. To recognize the following individuals for **two (2) days or less absence** for the 2006-'07 school year: Michele Burton, Catherine Hoffman, and Barbara Seery
5. To recognize Jennifer Miller, Special Education Teacher and Denise Pettek, ESL Teacher on the attainment of **tenure** status, effective 9/01/'07.
6. A **medical leave** of absence (*unused sick time may be used*) for Susan Ratajski, Sixth Grade Teacher, for the time period of 11/19/'07 – 1/2/'08.
7. To appoint Patricia Louise Bevelheimer as **Physical Therapist (PT)** for one day a week, maximum 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.
8. To appoint Helen Montana as a non-instructional **Cafeteria Aide** for the 2007-2008 school year. Mrs. Montana will work 10:45 a.m. 1:45 p.m. Monday through Friday except Holidays and School Closings at a rate of \$7.15 per hour.
9. Tonya Jankowski, Gloucester County College student, to conduct a third grade **field experience** {seven(7) two-hour observations} during the Fall, 2007 Semester.

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

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

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

October Bill List #1 \$216,749.36
 October Bill List #2 \$21,512.37
 October Bill List #3 \$554.80
 September Payroll #1 \$167,423.49
 September Payroll #2 \$169,051.62
 Transfers as attached.
 Board Secretary's Report for September, 2007
 Treasurer's Report(s) for August, 2007 & September, 2007

1. The placement of a second grade student at Bankbridge Elementary/GCSD for the 2007-'08 school year, at a tuition cost of \$30,080.00. Transportation will be provided by ESC.
2. To approve the following staff members to attend **training sessions/seminars and/or conferences**:
 - a). Kristine Height, Principal, to attend the **Camden County Curriculum Consortium Meetings** for the 2007-'08 school year. Meeting dates are as follows: 9/20/'07; 10/18/'07; 11/15/'07; 12/13/'07; 1/17/'08; 2/21/'08; 4/17/'08; 5/15/'08; 6/5/'08.
 - b). Elizabeth Carroll, PSD Teacher, to attend the **EIRC/LRC Preschool/Early Childhood "Transitioning" Workshop** at LRCS, Sewell, NJ on 2/22/'08. Registration Fee: \$15.00
 - c). Dr. Debra L. Bruner, as per contractual agreement, to attend the **AASA National Conference on Education, 2/14/'08 – 2/17/'08**, in Tampa, FL. Registration/Conference Fee: \$599.00; Lodging Costs: \$189.00 per day plus taxes and fees.
 - d). Louise Barikian and Cristin Butler to attend all **Intervention and Referral Services (IR & S) Meetings** for the 2007-'08 school year. Meeting dates are as follows: 10/18/'07; 11/15/'07; 12/13/'07; 1/10/'08; 2/14/'08; 3/6/'08; 4/10/'08; 5/15/'08; and 6/12/'08.
 - e). Sharon Gomez, Middle School Basic Skills Teacher, to attend the **ETTC "More From Your Smartboard"** Workshop at ETTC, Sicklerville, NJ on 11/28/'07. Registration Fee: \$105.00
 - f). John Kosick, Middle School Science teacher, to attend Rowan University's **10th Annual Math, Science, & Technology Symposium** at the Enterprise Center, Mount Laurel, NJ on 11/2/'07. Registration Fee: \$154.00
 - g). Michelle Burton, Librarian, to attend the Bureau of Education & Research (BER) workshop on **"21st Century Strategies for Strengthening Your School Library Program,"** on 12/11/'07 in Cherry Hill, NJ. Registration Fee: \$195.00
 - h). Barbara Seery, CST Director to attend the **"Suicide Awareness Seminar,"** hosted by Kennedy Health System on 10/18/'07 at Kennedy Hospital, Cherry Hill, NJ. There is no fee for attending this workshop.
 - i). Kristine Height, Principal, Sharon DeNafo, Psychologist, and Janine Houser, Guidance Counselor, to attend a **"Bullying and Teasing"** Seminar, presented by the New Jersey Law Center, New Brunswick, NJ on 11/2/'07. There is no cost for attending this workshop.

- j.) Kristine Height, Principal, to attend the **Camden County Elementary Principal and Supervisor's Association (CCEPSA) Meeting/Workshop Series** on 11/13/'07, 2/5/'08, and 4/30/'08. Two additional staff members to attend at \$35.00/ Registration Fee: \$70.00
 - k.) Richard Dilmore to attend the 10th Annual **Math, Science, & Technology Symposium** on November 2, 2007 at The Enterprise Center, Mount Laurel NJ. Registration Fee: \$154.
All other expenses (mileage etc) will be paid in accordance with the travel policy (9250).
 - l.) Andrea Lomas to attend the **Principals' Meetings** to be held at Sterling High School for the following dates: 11/15/'07; 12/6/'07; 1/17/'08; 2/14/'08; 3/13/'08; and 4/10/'08. There is no cost to attend these meetings.
 - m.) Douglas McGarry to attend the **Building and Grounds Association Meetings** held at Auletto's Caterers in Deptford Township, NJ for the following dates: 11/7/'07, 12/05/'07, 1/2/'08, 2/6/'08, 3/5/'08, 4/2/'08, 5/7/'08, 6/4/'08.
 - n.) Linda Saun to attend the **Camden County Academy of Teaching and Learning** on 12/4/'07 to participate in a 2008 NJASK Assessment Seminar. The meeting will be held at the Collingswood Community Center 8:30 a.m. to 3:00 p.m. There is no cost to attend the workshop.
 - o.) Carmen Bayard to attend/participate in **Camden County College's tuition-free after-school workshop series** entitled, "The Italian Renaissance" on 11/13/'07; 11/20/'07; 11/27/'07; 12/4/'07 and 12/11/'07 located at Camden County College.
 - p.) Louise Barikian to attend/participate in an **Interdistrict Professional Development Committee (PDC) Workshop/Planning Meeting** on 11/2/'07.
 - q.) Mary Dow to attend the **Camden County School Nurse Partnership** w/Public Health In-service October 19, 2007 at UMDNJ University Doctors Pavilion. There is no fee for this workshop.
3. Instrumental Music Students to sponsor an **Entertainment Book Drive**, to raise monies for the music program, effective 9/26/'07.
 4. To approve the **Non-Instructional Aide Job Description** as attached.
 5. To approve a grant application to **Target Corporation** called, "My Field Trip Grant," as attached.
 6. To approve the purchase of **Connect Ed** at a total cost of \$2,568.80. \$1,100.00 is a one time start up fee and \$1,756.80 is Annual Message Fee (*\$3.60 per student x 488 enrolled students*). This service will allow administrators to effectively communicate with parents in cases of emergencies, daily messages, and as part of a community outreach goal of the district. See attached.
 7. To accept a **Municipal Alliance Grant** in the amount of \$3,050.00 for the 2007-'08 school year. Breakdown of funds are attached.

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

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

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

A recommendation is requested to approve the following:

1. Ruth Schuster, Seton Hall University doctoral student, to conduct a research study (survey/interview) with the CST Director regarding “Attitudes of Special Education Directors toward Inclusion/LRE for PSD Students” during the Fall, 2007 term.
2. The following field trips:
 - a). **Fifth Grade** to visit the National Constitution Center, Philadelphia, PA on 4/22/’08.
 - b). **Kindergarten** students to take a walking trip to Magnolia Garden Village on 10/22/’07 (Weiner), 10/23/’07 (McGinnis), and 10/24/’07 (Priolo), respectively.
 - c). **Second Grade** students to visit historic Philadelphia (*Independence Hall; Liberty Bell; US Mint, and Betsy Ross House*) on 6/6/’08.
 - d). **Peer Mediators** (Grades 5-8) to visit the Camden County Educational Services Commission, Clementon, NJ on 10/25/07.
 - e). **Grades K-5 (all students)** to attend the Cinemark Movie Theater to watch “Mr. Magorium’s Wonder Emporium” on 12/7/2007. This will be a walking field trip.
3. Receipt/Verification of the **Annual Non-Public School Nursing Request Form** for the 2006-’07 school year.
4. The Somerdale School District’s 2006-’07 **Quality Assurance Annual Report (QAAR)**, as presented and attached, by Dr. Debra L. Bruner, Superintendent.
5. To recognize the week of October 15-19, 2007 as **Violence and Vandalism Awareness Week**, as per N.J.S.A. 18A:17-46. A report on the 2006 -’07 Electronic Violence and Vandalism Report (EVVR) was presented by the principal, Kristine Height, at the 8/15/’07 meeting.
6. The 2007-’08 **Assignment Plan for Certified and Non-Certified Nurses**, as attached in the QAAR, as per N.J.A.C. 6A:16-21(f)3 and N.J.A.C. 6:2.1(a)10, as drafted by M. Dow, school nurse.
7. The revised **Soccer Schedule**, as attached, for the 2007-’08 school year.
8. Pending district and inter-district response, the possibility of hosting/participating in a **Wilson Reading Certification** program during the 2007-2008 or 2008-’09 school year(s), respectively.
9. **Memorandum of Agreement with Law Enforcement and District Officials** for the 2007-’08 school year.
10. In conjunction with **Violence/Vandalism Week** activities, to present an assembly program on bullying/teasing on 10/19/’07 utilizing Municipal Alliance Funds for same.
11. **Community Service** students to sponsor/participate in the St. Jude Math-a-Thon; and the **Junior National Honor Society** students to sponsor a “pink” shirt day in honor of Breast

Cancer Awareness Month. Both events are student fundraisers for the charitable organizations.

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

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

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

A recommendation is requested to acknowledge receipt of Somerdale (Warwick Road) **Wawa's donation** of water/juice drinks for the 2007 Second Annual "Welcome Back" Picnic on 9/21/07.

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 Mrs. Gray the following was approved:

1. A recommendation is requested to approve the three year (2006-'07 – 2008-'09) .
Comprehensive Maintenance Plan (CMP), Form M-1 and the Detailed Expenditure Worksheet, attached in the QAAR, as per N.J.A.C. 6A:26A.
2. To approve **quotes** for four exterior door replacements:

Camden Glass -	\$13,345.00
Almond Glass Works-	\$16,518.00
Berlin Glass & Mirror-	\$18,814.00

Award quote to lowest vendor, Camden Glass. Work to be performed by 6/30/08.

3. To approve Snow Removal Services for the 2007-2008 school year to Quality Landscaping. Quotes are attached. See attached for more detailed information on this quote.

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

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| F. Interdistrict Committee, | S. Lowden, Chairperson- nothing at this time |
| G. CCESC Representative, | D. Reeder, Representative- Mr. Reeder stated that he missed the open house but that CCESC will be doing renovations and editions. |
| H. NJSBA Representative, | D. Giordano, Representative- small communication error but everything is good now. |
| I. CCSBA Representative, | D. Giordano, Representative- small communication error but everything is good now. |
| J. Liaison Committee, | M. Gray, Chairperson- meeting 11/1/2007 at 3:15 p.m. |
| K. Public Relations, | D. Giordano, Chairperson- meeting next Thursday 2:15 p.m. with Mrs. Height. |
| L. Negotiations, | J. Walsh, Chairperson-nothing at this time. |

VIII. OTHER REPORTS

Faculty Attendance	September, 2007
Student Attendance	September, 2007
Fire Drill Reports	September, 2007
Health Report	September, 2007

IX. DISCUSSION ITEM: IT/Technology Position-

Dr. Bruner stated that the district is possibly in need of technology support from SJTP. Ms. Peters and Mr. Still have been handling all the School Dude IT requests. Dr. Bruner stated that both Ms. Peters and Mr. Still will start logging and tracking their time spent on certain work order requests to determine if SJTP needs to be in the building two or three days a week. Please see attached quote for prices.

Mr. Abbott mentioned the recycling program and is happy to see the school recycling again.

Ms. Peters stated that the Abitibi retriever has just arrived and parent and students will be getting flyers sent home to explain the program.

X. PUBLIC COMMENTS (on any item) at 8:26 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.

Mrs. Mary Dow, 645 East Wood Avenue- asked where and when the Public Relations meeting would be held .

Dr. Bruner stated that the meeting would be Thursday October 25, 2007 at 2:15 p.m.

XI. EXECUTIVE SESSION to discuss personnel and legal matters at 8:27 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.

XII. RETURN TO PUBLIC SESSION at 9:01 p.m.

XIII. ADJOURNMENT

On a motion by Mr. Caswell seconded by Mrs. Giordano the meeting was adjourned at 9:01 p.m.

Respectfully Submitted,

Kelly A. Peters

Kelly A. Peters
Board Secretary