

Somerdale Board of Education
301 Grace Street
Somerdale, NJ 08033

REORGANIZATION MEETING
(Following Self-Evaluation/Executive Session Meeting)
Minutes

April 21, 2008
7:30 p.m.

I CALLED TO ORDER – Dispense w/Reading at 7:30 p.m.

II. FLAG SALUTE – Dispense w/Reading

III. The OPEN PUBLIC MEETING STATEMENT was read:

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, as well as posting notices in Borough Hall, the Somerdale Post Office and the Somerdale Park School.

IV. ROLL CALL OF MEMBERS

James Abbott - present
Richard Caswell-present
Cheryl Cronce-present
Linda Giambri-absent
Martha Gray -present
Davis Reeder-present

Also Present:

Dr. Debra Bruner, Superintendent
Ms. Kelly Peters, Business Administrator/Board Secretary
Ms. Kristine Height, Principal
Mr. Douglas McGarry, Facilities Manager
Mr. John S. Kennedy, Solicitor

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

IV. ELECTION RESULTS FROM APRIL 15, 2008

Budget:	\$3,181,589.00	Yes	137	No	144
Separate Proposal:	\$ 175,000.00	Yes	152	No	129
Candidates:	<u>For a Three year Term:</u>	<u>Number of Votes</u>			
	Lowden		186		
	Caramiello		197		
	Walsh		216		

ROLL CALL VOTE: YES 5 NO 0 ABSTAIN 0 ABSENT 1

At 7:35 p.m. Mr. Kennedy administered the oath of office to:

V. ADMINISTER THE OATH OF OFFICE

I (state your name) _____, 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 21st day of April, 2008

Mrs. Lowden
Mr. Walsh
Mrs. Caramiello

VI. ROLL CALL

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

VII. NOMINATION AND ELECTION OF BOARD OFFICERS

A. On a motion by Mr. Walsh, seconded by Mr. Reeder, Mr. Abbott is nominated for President of the Board of Education.

- B. On a motion by Mrs. Cronce, seconded by Mr. Reeder, a request was made to close nominations for President.
- C. On a motion by Mr. Walsh, seconded by Mr. Reeder approval is made of Mr. Abbott for the Office of Board President.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

The Board meeting is officially turned over to the Board President.

- D. On a motion by Mr. Reeder, seconded by Mrs. Cronce, Mr. Walsh is nominated for Vice-President of the Board of Education.
- E. On a motion by Mrs. Gray, seconded by Mr. Reeder, a request was made to close nominations for Vice-President.
- F. On a motion by Mrs. Lowden seconded by Mr. Reeder, approval is made of Mr. Walsh for the Office of Vice-President.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

VIII. NEW BUSINESS

- A. On a motion by Mr. Walsh, seconded by Mr. Reeder approval is made of the official depositories for the funds of the Board of Education:

Commerce Bank	Sovereign Bank
Cherry Hill, NJ	Westmont, NJ

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 1 (Mr. Caswell) ABSENT 1

- B. On a motion by Mr. Reeder seconded by Mrs. Cronce approval is made of the following persons to be authorized to sign checks and vouchers of the Board of Education:

Regular Checking Account	3 signatures required	President, Bd. Sec., Treasurer
Payroll Account	1 signature required	President or Treasurer
Agency Account	2 signature required	President or Treasurer
Student Activity Account	2 signatures required	Bd. Sec., Superintendent or Principal
Petty Cash	2 signature required	Bd. Sec. or Superintendent
Lunch Account	2 signature required	Bd. Sec. or Superintendent
Unemployment Acct.	2 signature required	Bd. Sec. or Superintendent

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- C. On a motion by Mr. Walsh seconded by Mr. Reeder approval is made of the rules, regulations, and policies heretofore adopted by the Board and are hereby adopted for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- D. On a motion by Mrs. Gray seconded by Mr. Reeder approval is made of the following and are hereby designated as the official newspapers of this Board until the next reorganization meeting:

The Record Breeze

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- E. On a motion by Mr. Reeder seconded by Mr. Walsh approval is made for the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Kirk Applegate of Bowman & Co., LLP is hereby designated auditor for the audit of the 2007-2008 CAFR.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- F. On a motion by Mr. Walsh seconded by Mr. Reeder approval is made for the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Wade, Long, Wood and Kennedy LLC be appointed Solicitor for this Board of Education.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- G. On a motion by Mr. Reeder, seconded by Mrs. Cronic approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the following be, Cooper Pediatrics and is hereby-designated Medical Inspector of this Board of Education at an agreeable rate per Physical Examination hour.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

H. On a motion made by Mr. Reeder seconded by Mrs. Lowden approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, has approved the Camden County Education Services Commission to provide the following services for the 2008-2009 school year:

Special Education Transportation
PL 192-193 - Non-Public Services

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

I. On a motion by Mrs. Cronce seconded by Mrs. Caramiello approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the Business Administrator/Board Secretary be, and is hereby appointed as the person to approve purchase order contracts between meetings for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

J. On a motion by Mr. Walsh seconded by Mr. Reeder approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the attached listing of curriculum and the attached listing of textbooks, heretofore adopted by the Board are adopted for the 2008-2009 school year. **(Exhibit A)**

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

K. On a motion by Mr. Caswell, seconded by Mr. Reeder approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the Chief School Administrator/Superintendent, Principal, Child Study Team Director, School Nurse, and any other staff members designated by the Chief School Administrator/Superintendent are designated as personnel authorized to transport pupils in an emergency.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

L. On a motion by Mr. Reeder, seconded by Mr. Walsh approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the Chief School Administrator/Superintendent designated as the individual to authorize line item changes between Board Meetings.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

M. On a motion by Mr. Reeder seconded by Mr. Walsh approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey the Board approves the attendance of newly elected Board Members at the Board Members Orientation Conference sponsored by the New Jersey School Board Association.

ROLL CALL VOTE: YES 7 NO 0 ABSTAIN 1 (Caramiello) ABSENT 1

N. On a motion by Mr. Walsh, seconded by Mr. Reeder approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Mary Bakey be appointed Treasurer of School Monies of the Board of Education for the 2008-2009 school year at a yearly stipend of \$ 4,877.00.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 2 (Caramiello, Caswell) ABSENT 1

O. On a motion by Mr. Caswell, seconded by Mrs. Cronce approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Kelly A. Peters, School Business Administrator/Board Secretary be appointed through June 30, 2009.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

P. On a motion by Mrs. Cronce seconded by Mrs. Gray approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the Business Administrator be appointed Purchasing Agent for the district.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

Q. On a motion by Mr. Reeder seconded by Mr. Walsh approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Radey Associates be appointed as the architect of record.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

R. On a motion by Mrs. Caramiello, seconded by Cronce approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Kristine Height, Principal, be appointed Affirmative Action Officer for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

S. On a motion of Mrs. Lowden, seconded by Mr. Reeder approval is made of the Board Meeting Schedule for 2008-2009. (**Exhibit B**)

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

T. On a motion by Mr. Reeder seconded by Mr. Walsh approval is made of the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the "Open Public Meetings Act" requires that advanced written notice of all meetings of the Board of Education be posted in one public place designated by the Board and mailed, telephone, faxed or hand delivered to two newspapers designated by resolution mailed to all persons requesting a copy of same upon payment of a fee as established by NJSA 47:1A-2.

THEREFORE, BE IT RESOLVED by the Somerdale Board of Education as follows:

1. All advance written notices of Board meetings shall be posted by the Board Secretary on the bulletin board located in the Somerdale Park School.
2. All advance written notices of Board meetings shall be given to the following two newspapers:
 - a. Record Breeze (Official Newspaper)
 - b. Courier Post
3. Filing written notice with the Clerk of Somerdale Borough.
4. All advance written notices of Board meetings throughout the year shall be mailed to all persons requesting a copy of same after payment by such persons of a fee as established in NJSA 47:1A-2, plus postage. News media shall be exempt from such fee.
5. The schedule of regular official Board meetings for the period from and after this reorganization meeting until the reorganization meeting in April, 2009 shall be in accordance with the listed schedule designating the dates, times and places of such meetings.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

U. On a motion by Mr. Reeder seconded by Mr. Walsh approval was made for the appointments of Board Members as representatives to:

New Jersey School Boards Association- Mrs. Lowden
Camden County School Boards Association- Mrs. Cronce

ROLL CALL VOTE: YES 6 NO 1 ABSTAIN 2 (Cronce, Lowden) ABSENT 1

V.. On a motion by Mr. Reeder seconded by Mr. Caswell approval was made of the National Convention Preference List (attached) established in accordance with Policy # 9200.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

W. On a motion by Mr. Reeder seconded by Mrs. Cronce approval was for the following shared service agreement with Sterling High School to provide the following services:

Technology Support
 Website Hosting and Maintenance
 Email Hosting and Maintenance
 Network Monitoring and Maintenance
Electrical
HVAC
Plumbing
Maintenance Services and Materials

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

X. On a motion by Mr. Walsh seconded by Mr. Reeder approval was made for Food Service Management Services to be provided by Dowling , Inc. in the amount of \$7,900.00 (management fee) for the 2008-2009 school year

RESOLUTION 2009-01

RESOLUTION AUTHORIZING AN AGREEMENT WITH DOWLING FOOD SERVICE TO PROVIDE FOOD SERVICE MANAGEMENT SERVICES FOR THE 2008-2009 YEAR

WHEREAS, The Somerdale Board of Education, desires to enter into a contract with Dowling Food Service Management, Inc. for Food Service Management services; and,

WHEREAS, the management fee shall be \$7,900.00 to be paid over the 10 month school year beginning September 1, 2008 through June 30, 2009; and,

WHEREAS, Dowling guarantees that the bottom line on the operational financial report for the school year will be at break even or no subsidy to the bottom line of the Somerdale School District up to their management fee of \$7,900.00

THEREFORE, BE IT RESOLVED that the Somerdale Board of Education of the Borough of Somerdale authorizes the Business Administrator to execute a one year Food Service Management Contract with Dowling Food Service Management Inc. .

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- Y. On a motion by Mr. Reeder seconded by Mrs. Caramiello approval was made for New Jersey School Board Association Insurance Group to be named insurance of record for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- Z. On a motion by Mrs. Cronic seconded by Mrs. Caramiello approval was made to appoint Kelly A. Peters, Business Administrator as Custodian of Records for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- AA. On a motion by Mr. Reeder seconded by Mr. Walsh approval was made for yearly Travel expenditures for all employees inclusive not to exceed \$20,000. Travel expenditures must be approved in advance by a majority of the board of education as per policy #9250.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

- BB: On a motion by Mr. Walsh seconded by Mr. Reeder approval was made for Gatekeeper to serve as third party administrator for 403B plans for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

CC: On a motion by Mr. Reeder seconded by Mrs. Gray approval was made for the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Douglas McGarry, Facilities Manager, be appointed Asbestos Management Officer, Indoor Air Quality Designee, Integrated Pest Management Coordinator, Right to Know Officer, Chemical Hygiene Officer, and AHERA coordinator for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

DD. On a motion by Mr. Walsh seconded by Mr. Reeder approval was made for The following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Douglas McGarry and Kelly Peters be appointed Safety and Health Designee for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

EE. On a motion by Mr. Walsh seconded by Mr. Reeder approval was made for The Barclay Group to be named insurance broker of record for the 2008-2009 school year.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 0 ABSENT 1

Mr. Caswell questioned why we were changing brokers.

Ms. Peters indicated that currently our broker works for NJSBAIG and that to comply with A-5 it was necessary to name a different broker not specifically associated with NJSBAIG.

FF. On a motion by Mr. Caswell seconded by Mrs. Caramiello approval was made to adjourn the Reorganization Meeting and begin the Regular Board Meeting at 7:55 p.m.

VOICE VOTE: All in favor

Respectfully Submitted,

Kelly A. Peters

Kelly A. Peters
Board Secretary