

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

MINUTES

February 11, 2008
7:30 p.m.

I. MEETING CALLED TO ORDER at 7:31 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-absent	Susan Lowden-present
Cheryl Cronce-present	David Reeder-present
Linda Giambri-absent	James Walsh-present
Deborah Giordano-present	

Also Present:

Dr. Debra L. Bruner, Superintendent
Kelly Peters, Business Administrator/Board Secretary
Kristine Height, Principal
Doug McGarry, Bldg. & Grnds. Supervisor/EFM
Jack Kennedy, Solicitor

At 7:33 p.m. the following was presented:

III. PRESENTATION of a monetary gift from the Somerdale First Presbyterian Church to the Somerdale School District to purchase an overhead projector to be used in an elementary classroom in conjunction with the "StoryTown" Reading/Literature program.

The gift will be presented by Reverend Patrick Orage & Jean Nevius (former student) to James Abbott, Board President, and Dr. Debra L. Bruner, Superintendent.

Ms. Nevius explained that her church had a yard sale and that the proceeds from this yard sale were specifically designated to community projects and organizations. Ms. Nevius explained that she was a student at Park School and thought this school was a perfect choice for this donation.

IV. STUDENT OF THE MONTH PRESENTATIONS at 7:35 p.m.
Presented by Mrs. Kristine Height, Principal, Somerdale Park School

Mrs. Giambri arrived at 7:35 p.m.

V. APPROVAL OF MINUTES

Motion by Mr. Walsh seconded by Mr. Reeder the following was approved:

Recommend that the Board of Education approve the Regular and Executive Session minutes of the January 14, 2008 regular Board of Education Meeting.

ROLL CALL VOTE: YES 6 NO 0 ABSTAIN 2 (Cronce, Giordano) ABSENT 1

VI. PUBLIC COMMENTS on any action items at 7:37 p.m.

No public comments at this time.

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.

VII. REPORTS

A. The Superintendent gave a report at 7:38 p.m.

Dr. Bruner stated that tomorrow is the 100th day of school.

Dr. Bruner stated that there will be a discipline committee meeting and uniform committee meeting to discuss revisions to the policies.

Thursday is Valentine's Day and all classroom parties will start after 2pm.

Friday is a dress down day.

Dr. Bruner discussed the cap waiver briefly and explained that we are not doing a cap waiver.

Dr. Bruner and Mr. Still attended TechSpo in Atlantic City and learned about some new technology initiatives that our school might benefit from.

Mrs. Lowden asked Dr. Bruner about the status of Connect Ed and stated that it would have been helpful, in the attempted abduction of a Sterling Student, to notify Somerdale Park School Parents. She asked what mechanism we have in place if there were a successful abduction.

Dr. Bruner stated that attendance is taken in the mornings and the office clerk starts to make phone calls to student homes, parent work numbers etc if they haven't called in to say their child will be absent. If the office clerk does

not get a response or feels that something is wrong she is to speak to an administrator immediately. If necessary the police are called.

Dr. Bruner stated that Connect Ed should be up and running by the end of the week.

Mr. Caswell arrived at 7:49 p.m.

At 7:50 p.m. Mr. Abbott stated that Ms. Peters did a good job on the budget this year including the budget books.

B. The Business Administrator gave a report at 7:50 p.m.

Ms. Peters stated that she has been working diligently on the budget for the last month.

Ms. Peters stated that the new funding formula and state regulations caused budget processing to exceed time limits from last year.

Ms. Peters stated that the roofing project would be put on as a separate proposal.

Ms. Peters stated that she is working on Bid Specs for the procurement of a Food Service Management Company for the 2008-2009 school year. School districts are allowed to extend these contracts for up to five year without having to go for another RFP or Bid. Our current food service management company (Nutri-Serve) entered their fifth year of an extended contract this school year therefore an RFP is required for next year.

Ms. Peters stated that Form Path is up and running and that all staff should be trained shortly.

Ms. Peters stated that she completed the NCLB Final Reports and submitted them to the state for approval.

VII. DISCUSSION ITEMS: 2008-'09 Proposed Budget/Funding Formula

Ms. Peters discussed the 2008-2009 budget and funding formula.

Custodial Outsourcing

Ms. Peters discussed with the Board the possibility of outsourcing custodial services next year. Ms. Peters stated that after doing research along with Mr. McGarry, she was told about a consortium that Pittsgrove Township has regarding custodial services. Ms. Peters stated that she has spoken with the consortium representative and has received a quote. If the district decided to go with the consortium a bid is not required. If the district decided not to go with the consortium then bid specs would have to be created. The consortium pricing would save the district approximately \$60,000 next year.

Ms. Peters stated that the next step is to talk with the SEA and also the board would need to decide by April if they were wanting to participate in the consortium. The current contract would require that the district participate in the consortium for two years for the same price as the first year.

IX. NEW BUSINESS at 7:59 p.m.

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

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

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

1. Mary Rose Reeder, FT Assistant and PT Neumann College student, to take an **unpaid** leave of absence for the time period of 9/1/'08 – 11/28/'08 to **student teach** at the Somerdale Park School for the Fall, 2008 Semester.
2. To **increase** the salary rate for the 2007-'08 school year of Lauren Rothamel Baldyga from a BA Step 3 level, to a MA Step 3 level, retroactive to 1/1/'08, as per her completion of her coursework and subsequent graduation in the Fall, 2007 semester, and the negotiated salary agreement with the SEA.
3. To recognize Kimberly Plotts, Speech Teacher, on her attainment of **tenure**, effective 2/4/'08.
4. To **appoint** Mr. James Kelley as full time Night Custodian Step 1 as per negotiated salary agreement with the SEA effective February 12, 2008 through June 30, 2008.
5. To approve an **unpaid leave** for Mr. Edward Prendergast as per request dated January 23, 2008 for the time period April 14, 2008 through April 18, 2008.
6. Carla Cimino, Wilmington College student, to conduct 35 hours of **classroom observations**, in various K-6 classrooms, effective 2/12/'08 – 4/14/'08.
7. Melissa Moore as a **substitute assistant** for the remainder of the 2007-'08 school year, effective 2/12/'08.
8. Kristy Canale as a **substitute teacher** for the remainder of the 2007-'08 school year, effective 2/12/'08.

ROLL CALL VOTE: YES 8 NO 0 ABSTAIN 1 (Mr. Reeder on item 1, yes to rest)
ABSENT 0

B. Finance Committee, C. Cronce, Chairperson

On a motion by Mrs. Cronce seconded by Mrs. Lowden 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	\$13,492.57
January Bill List #2	\$1.22
February Bill List #1	\$246,908.83
February Bill List #2	\$10,328.43
February Bill List #3	\$2,435.90
December Payroll	\$904.51
January Payroll #1	\$165,327.36
January Payroll #2	\$161,489.98
January Payroll #3	\$163,606.65

Transfers as attached.
 Board Secretary's Report for January, 2008
 Treasurer's Report(s) for January, 2008

1. To approve the following staff members to attend **training sessions/seminars/meetings and/or conferences**:
 - a). Dr. Debra L. Bruner, Superintendent, and Kristine Height, Principal, to attend mandatory NJDOE "**Gang Awareness Training**" on 4/23/08 at Camden County Educational Services Commission (CCESC), Clementon, NJ. There is no cost to attend this seminar.
 - b). Mindy Kegel to attend "**Excel, Beyond the Basics**" on 3/14/08 at The Mansion in Voorhees, NJ. The cost for the seminar is \$99.00.
 - c). Sharon DeNafo to attend "**The School Crisis Prevention & Intervention Training Curriculum**" on 4/3/08 and 4/4/08 at the Camden County education Services Commission in Clementon, NJ. The cost for this workshop is \$125.00.
 - d). Kelly Peters, Business Administrator, to attend "**Preparing For Your Public Hearing/Calculating State Aid**" on 3/10/08 at the DoubleTree Hotel in Mt. Laurel, NJ. The cost to attend this seminar is \$100.00.
 - e). Lauren Baldyga and Jaime Mungo to attend "**Grant Writing Workshop**" on 3/31/08 at EIRC in Sewell, NJ. The cost for this workshop is \$139.00.
 - f). Designated staff (TBD) to attend workshops on autism at the **Educational Services Commission**, for the duration of the 2007-'08 school year (*through 6/30/08*). There is no cost to attend these workshops. These workshops are funded under the Governor's Initiative on Autism Grant program.
 - g). Four staff members, Mandy Seligman, Basic Skills Teacher, Sandy Robinson, LDTC, and a primary and middle school staff member (TBD) to attend the **Wilson Training Overview** on 3/25 & 3/26/08 in Princeton, NJ, at a cost of \$325.00 per person. Costs to be paid from NCLB staff development monies.
2. To approve student breakfast programs in grades 3-8 during NJASK testing sessions in March, April, and May, 2008, in conjunction with our NJASK Testing preparation programs. A combination of hot and cold breakfast meals will be provided.
3. To approve a one year extended maintenance agreement starting May 1, 2008 in the amount of \$2,786.00 covering the current camera system.
4. To approve receipt of contract with Gloucester County Special Services for the 2007-2008 school year for Auxiliary Speech Services in the amount of \$31,320.00.
5. Presentation of the proposed 2008-2009 Annual Budget.

BE IT RESOLVED to approve the Somerdale Borough Board of Education budget for the FY 2008-09 School Year for submission to the voters as follows:

Total General Fund Budget	Budget \$5,983,710	Local Tax Levy \$ 3,181,589
Total Special Revenue Budget	\$ 492,680	N/A
Total Debt Service Fund	<u>\$ 355,801</u>	<u>\$ 221,610</u>
Totals	<u>\$6,832,191</u>	<u>\$3,403,199</u>

RESOLVED, That there should be raised for the General Fund \$3,181,589 for the ensuing FY 2008-09 School Year.

RESOLVED, That there should be raised an additional, \$175,000 for General Funds in the same school year (2008-2009). These taxes will be used exclusively for replacement of the B-Wing roof. Approval of these taxes will not result in a permanent increase in the district's tax levy. These proposed additional expenditures are in addition to those necessary to achieve the Core Curriculum Content Standards.

6. To set the Preschool Disabled Tuition rates for the 2007-2008 school year as follows:

Full Year Tuition (Including Summer)	\$15,000.00
Daily Rate based on 190 days	\$ 78.95
Regular School Year Program (170 days)	\$13,420.00
Summer Program (20 days)	1,580.00

ROLL CALL VOTE: YES 9 NO 0 ABSTAIN 0 ABSENT 0

Mrs. Lowden asked what the district would lose by not going for the cap waiver.

Ms. Peters stated that the guidelines for cap waivers were very strict and it had been said by the Department of Education that many cap waivers would not be granted. Since the district is not going for a cap waiver but rather for a second question, if the second question fails the roof can not be done for another school year. Although the taxes would be raised higher for the second question, it would be minimal to tax payers on an averaged assessed home.

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

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

A recommendation is requested to approve the following:

1. The following field trips:
 - a). **Grade One – Eight Special Education** students to attend the IMAX Theater at the Tropicana Hotel, Atlantic City, NJ to view “Dolphins and Whales” 3D Programs on 3/6/07. Cost per pupil is \$20.95.
 - b). **Pre-school Disabled (PSD)** students to attend The Sensory Playhouse, Turnersville, NJ on 3/10/08. Cost per pupil is \$10.28.
 - c). **First Grade** students to visit the Philadelphia Zoo on 5/16/08.
 - d). **Drama Club** students to visit the Pennsylvania Renaissance Fair, Manheim, PA on 5/2/08.
 - e). **Band & Choral** groups to visit Rutgers College & Adventure Aquarium on 5/7/08 and Dorney Park on 6/4/08.
2. **Community Service** students to participate in the “Mothers Matter” and “Education PRIDE” programs in February and April, 2008, respectively.
3. To provide a full-day **EveryDay Math In-service Program** for newly-hired 2007-'08 elementary staff members on 2/21/08 with Conrad Fulmer, Everyday Mathematics Consultant.

4. The **2008 –'09 Academic Calendar**, as attached.
5. The **February, 2008 Student Activity Calendar**, as attached.

ROLL CALL VOTE: YES 9 NO 0 ABSTAIN 0 ABSENT 0

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

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

A recommendation is requested to approve the SYAA to use the cafetorium/gymnasium during the time period of 3/3/'08 – 3/13/'08 from 6:00 p.m. – 8:00 p.m., pending the use of the facilities by the students for Drama Club and play practice/rehearsal.

ROLL CALL VOTE: YES 9 NO 0 ABSTAIN 0 ABSENT 0

E. Policy Committee,	J. Walsh, Chairperson-nothing
F. Interdistrict Committee,	S. Lowden, Chairperson-nothing
G. CCECSC Representative,	D. Reeder, Representative- distribution of handout
H. NJSBA Representative,	D. Giordano, Representative-nothing
I. CCSBA Representative,	D. Giordano, Representative-nothing
J. Liaison Committee,	M. Gray, Chairperson-date in February early March
K. Public Relations,	D. Giordano, Chairperson-nothing
L. Negotiations,	J. Walsh, Chairperson-nothing

X. OTHER REPORTS

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

XI. PUBLIC COMMENTS (on any item) at 8:16 p.n.

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.

XII. EXECUTIVE SESSION to discuss personnel and legal matters at 8:20 on a motion by Mr. Caswell seconded by Mr. Reeder.

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.

XIII. RETURN TO PUBLIC SESSION at 9:05 p.m.

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

Approval for Sharon Denafio, School Psychologist to work one additional day per week for the 2007-2008 school year to help out the guidance department in the absence of Mrs. Houser.

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

XIV. ADJOURNMENT

On a motion by Mrs. Giordano seconded by Mrs. Lowden the meeting was adjourned at 9:08 p.m.

Respectfully Submitted,

Kelly A. Peters

Kelly A. Peters
Board Secretary