

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

April 5, 2023
6:30 p.m.

Minutes

BOE Mission Statement

The mission of the Somerdale School District, in active partnership with the community and staff, is to provide a safe and supportive environment which offers all students the opportunity to develop academically, socially, physically and emotionally, and to create students who are inquisitive and value learning not, only now, but also in the future.

We aspire to provide a broad range of educational opportunities in a nurturing environment designed to challenge all students to strive for personal excellence, achieve the New Jersey Student Learning Standards and become responsible citizens in this rapidly changing world.

I. MEETING CALLED TO ORDER/ PLEDGE OF ALLEGIANCE

II. SUNSHINE LAW/ROLL CALL

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 in The Courier Post, as well as posting notices in Borough Hall, at Somerdale Park School, and on the District website in accordance with all NJ laws. Please be advised that this meeting is being recorded.

James Anderson-Absent	Jessie Klenk- Present	Mary Jo Schoettle-Present
Kim Barkoff - Present	Taylor Klenk-Present	Kevin Smith- Present
Barbara Boyle- Present	Marc Ritz- Absent	Tara Voigt- Present

Also Present:

Mark Pease, Superintendent
William H. Thompson, Interim Business Administrator/Board Secretary
Chris Long, Solicitor

III. PRESENTATIONS:

A Presentation by Student Council Representatives regarding recent club activities.

A Presentation by Mr. Mark Pease, Superintendent to recognize the March Student of the Month recipients.

IV. PUBLIC COMMENTS on any action items.

NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS ONLY

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
5. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

V. APPROVAL OF MINUTES

On a motion made by Mr. Smith and seconded by Ms. T. Klenk the following was approved:

Recommend that the Board of Education approve the regular minutes of the March 16, 2023 BOE Meeting.

ALL IN FAVOR: YES 7 NO 0 ABSTAIN 0 ABSENT 2

VI. REPORTS

A. Superintendent's Report: **April 2022-2023 Superintendent Report**

Future Board of Education meetings

May 4th

June 7th

School Update

1. Somerdale Park School will not offer the Summer Days in Somerdale program this summer. Administration will assess the program and look to bring new academic and enrichment programming back for the summer of 2024.
2. Our school will be participating in survey data collection using the New Jersey School Climate Improvement (NJ SCI) Survey, which was developed, and is administered, by Rutgers University in order to help schools obtain multiple perspectives on aspects of school climate. Collecting data is important for understanding strengths and needs in our school and how it feels to be a member of the school community. The data will be used to make improvements to the school. This survey is anonymous and voluntary. A letter with instructions on how to take the parent and caregivers survey will be sent soon. You will be able to complete this survey beginning on 4/17/2023. Your voice is important to us and we hope you will participate.

Select school and district staff will be able to view responses from the survey on a password-protected online platform. Individual responses on the survey are combined for reporting purposes by group. For example, your answers on the survey will be combined with those of other parents. No one will have access to individual respondent's answers.

Administration of the student survey will take place at school from 04/17/2023 - 04/21/2023. Preview the items on the student survey(s) here: [Students Grades 3-5 Survey](#); [Students Grades 6-12 Survey](#). This is a chance for us to learn about your child's opinions about the school, but your child does not have to participate in the survey. If you have any questions, or would prefer that your child does not participate in the survey, please contact Amanda Schwartz at aschwartz@somerdale-park.org by 4/17/2023 or fill out this brief form <https://forms.office.com/r/9VYqkWVSFQ>. If you do not respond, it will be deemed that you approve for your child to participate in the survey if your child chooses to participate.

3. Hallway Wars were amazing this year. Students and staff did a amazing job generating some fun and school spirit. A thank you and shout out goes out to Mrs. Flynn and Student Council for organizing this event.
4. Spring Sports are underway with Softball and Baseball taking the fields.
5. Stay up to date with school activities and functions by watching 5 Minutes with Ford or special episodes of 5 Minutes with Student Council.
6. School Calendar Reminder:
 - a. Early Dismissal on Thursday April 6th
 - b. School close from April 7th to April 14th
 - c. Due to a mild winter and not using any snow days, school will be closed on the following days to give us an extended Memorial Day weekend.
 - i. May 26th and 30th

I will be seeking approval from the board tonight.

B. Business Administrator's Report

VII. NEW BUSINESS

BUSINESS AFFAIRS, Mary Jo Schoettle, Chairperson, James Anderson, Alternate Chairperson, Tara Voigt and Kimberly Barkoff, Committee Members, Administrative Liaisons: Mark Pease, William H. Thompson

A. Finance – Reviews and monitors the school district budget and assumes other fiscal responsibilities

Report by Finance Committee Chair

On a motion made by Mr. Smith and seconded by Ms. Voigt the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1-10:

1. Financial Reports:

To approve the Board Secretary and Treasurer's Reports for March 2023 (attachment #1).

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of March 2023. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

The Treasurer's Report is in accordance with 18A:17-36 and 18A:17-9 for the month of March 2023. The Treasurer's Report and Secretary's report are in agreement for the month of March 2023.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that 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 accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2. To approve the following bill lists (attachment #2):

- a. Bill List- April 2023 Bill List and corresponding Check Journal Totaling: \$309,790.32
- b. Bill List- March 2023 State Share FICA and corresponding Check Journal totaling: \$28,627.30
- c. Bill List- March 2023 Board Share FICA and corresponding Check Journal totaling: \$2,119.14
- d. Bill List- March 2023 Café bill list and corresponding Check Journal totaling: \$27,445.40
- e. March 2023 Payroll and corresponding Check Journal totaling: \$449,299.36
- f. Bill List- March State Aid GCSSSD Deduction and corresponding Check Journal totaling: \$4,920.00
- g. Bill List- March State Aid Deduction and corresponding Check Journal totaling: \$608.80

3. To approve the Transfers/Adjustments for the month of March 2023 (attachment #3).

4. To approve the purchase of Officer Gillespie's Gun Safe in the amount of \$229.99.

5. To approve the FY22-23 District payment Schedule for Leap Academy University for Student SID #651226351 in the amount of \$16,020.

6. To approve the renewal of Learning Ally for the 2023-2024 school year in the amount of \$2,498.00

7. To approve the renewal of Frontline Education Program for the 2023-2024 School Year in the amount of \$10,450.11.

8. To approve Game 7even, LLC for Game Day-Character Education Program on June 8, 2023 in the amount of \$6,999.97 to be divided as followed: \$2728.54 from account 20-485-200-300, \$4,271.43 from account 20-491-200-300.

9. To post-approve a Tuition Contract between Somerdale and Larc School for Student SID #2519040960 for both the School Year and Extraordinary Services from July 2022 to June 2023 with the per diem rate of \$283.14 for the total number of 210 days, in the amount of \$59,459.40.
10. To approve Frontline Education IEP-Direct, unlimited usage for internal employees for the School Year 23-24 in the amount of \$10,450.11.

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

B. Facilities – Reviews the needs and uses of district buildings and grounds

Report by Facilities Committee Chair

On a motion made by Ms. T. Klenk and seconded by Ms. Voigt the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following item 1 for Use of Facilities as per Somerdale Board of Education Policy 7510:

1. To approve Somerdale Baseball to use Ward Field, Tuesday, Wednesday, and Friday from 6:30 pm – 8:00 pm, during the period of April 7, 2023 through June 30, 2023 and Sunday afternoon from 1:00 pm – end of games, during the period of April 9, 2023 through June 25, 2023. No cost to be charged to the Somerdale Baseball Organization. (attachment #1 and #2)

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

INSTRUCTIONAL, Taylor Klenk, Chairperson, Kevin Smith, Alternate Chairperson, Kevin Smith, Mary Jo Schoettle and Barbara Boyle, Committee Members, Administrative Liaisons: Mark Pease, Robert Ford

Report by Curriculum Committee Chair

A. Curriculum – Reviews and evaluates standardized test results as a district and monitors direction of curriculum.

On a motion made by Ms. T. Klenk and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following item 1:

1. To approve the revised 2022-2023 school calendar (attachment #1) due to two unused days built into the calendar, changes are as follows:
 - a.) May 26, 2023 – changed from Early Dismissal to School Closed
 - b.) May 30, 2023 – changed from Full Day to School Closed

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

B. Personnel – Assists in the interviewing process of district administrators and reviews hiring recommendations of the Superintendent. Also, reviews and approves staff policies and job descriptions

Report by Personnel Committee Chair

On a motion made by Ms. T. Klenk and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items 1-3:

1. To approve FMLA/NJFLA leave for Lauren McCaffrey, start date of April 24, 2023 through May 26, 2023 with 25 sick days concurrent with FMLA through May 30, 2023, employee contribution of health benefits will be deducted during this time period. Unpaid leave of absence will start May 30, 2023 through November

3, 2023 (NJFLA), with a return date of November 6, 2023, employee is required to pay entire health benefits contributions during this period of time.

2. To accept the donation of books purchased from the Scholastic Book Fair to the Somerdale Park School Library from Mrs. Susan Ratajski, Mrs. Mary Dow, and Mr. & Mrs. James Gillespie.
3. To approve the donation of (1) sick day from Greg Cesare to Luthina Gordon.

ROLL CALL VOTE: YES__7__ NO__0__ ABSTAIN__0__ ABSENT__2__

POLICY/COMMUNITY AFFAIRS, Tara Voigt, Chairperson, Mark Ritz, Alternate Chairpersons, Jessie Klenk and Kevin Smith, Committee Members, Administrative Liaison: Robert Ford

A. Policy – Reviews, updates and creates district policies with Superintendent and presents them to the board.

Report by Policy Committee Chair

On a motion made by Ms. Voigt and seconded by Mr. Smith the following was approved:

Recommend that the Board of Education on the recommendation of the Superintendent approve the following items 1-2:

1. For Second Reading:
 - a. P 0152 - Board Officers
 - b. P 0161 - Call, Adjournment and Cancellation
 - c. P 0162 - Notice of Board Meetings
 - d. P 2423 - Bilingual and ESL Education
 - e. P 2425 - Emergency Virtual or Remote Instruction
 - f. P 5200 - Attendance
 - g. P 5512 - Harassment, Intimidation or Bullying
 - h. P 8140 - Student Enrollments
 - i. P 8330 - Student Records
 - j. R 2423 - Bilingual and ESL Education
 - k. R 2425 - Emergency Virtual or Remote Instruction
 - l. R 5200 - Attendance
 - m. R 8140 - Enrollment Accounting
 - n. R 8330 - Student Records
 - o. R 8420.2 - Bomb Threats
 - p. R 8420.7 - Lockdown Procedures
 - q. R 8420.10 - Active Shooter

2. To approve the revised Superintendent/Principal and Vice-Principal Job Descriptions. (attachments #1 - #2)

ROLL CALL VOTE: YES__7__ NO__0__ ABSTAIN__0__ ABSENT__2__

B. Community Affairs – Participation in community events to educate the public on programs the district offers. Also educates the public on the school board policies and responsibilities.

Report by Community Affairs Committee Chair

VIII. REPORTS:

On a motion made by Ms. Voigt and seconded by Ms. T. Klenk the following was approved:

The following item will be recommended for approval:

1. Acknowledge and accept the Harassment, Intimidation, and Bullying Report for incidents dated:
 - a. March 7, 2023 (attachment #1)
 - b. March 17, 2023 (attachment #2)

ALL IN FAVOR: YES__7__ NO__0__ ABSTAIN__0__ ABSENT__2__

IX. OTHER REPORTS:

a.) Student Attendance

Enrollment March 2023

Preschool	30
Kindergarten	56
1st Grade	33
2nd Grade	46
3rd Grade	32
4th Grade	44
5th Grade	33
6th Grade	48
7th Grade	55
8th Grade	62
Out of District	6
Charter Students	1
Home Instruction	
Homeless -Tuition	
Total March 2023	446

b.) Security/Fire Drill Reports

FIRE DRILL:

DATE: 3/9/23

Alarm Sounded: 9:45 am
 Building Cleared: 9:48 am
 Returned to Building: 9:49 am
 Alarm Station Used: C-Wing
 All Staff in attendance participated in drill
 Number evacuated: Students present: 430
 Staff Present: 85
 Special conditions simulated: none at this time
 Problems encountered: none at this time
 Weather: 37° and sunny

LOCK DOWN DRILL #5

DATE: 3/21/23

Alarm Sounded: 9:30 am
 All Staff in attendance participated in drill (87 staff members)
 Problems encountered: None

c.) To approve the Somerdale Park School Bus Emergency Evacuation Drill Reports:

Date of Drill: March 14, 2023
 Time of Drill: 8:15 am
 Location of Drill: Somerdale Park - Bus Drop Off location in front
 Route Number: Holcomb SDP 2
 Drill Supervised by: Mr. Robert Ford, Principal, Officer James Gillespie

d.) Health Reports – March 2023

e.) Nutri-Serve Monthly Report – March 2023

X. PUBLIC COMMENTS (on any item)

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 9130). 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.

Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Wait to be recognized before you make your comment
4. Limit your comments to (3) minutes per person.

XI. EXECUTIVE SESSION (if necessary)

On a motion made by and seconded by the board entered into Executive Session at pm:

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Somerdale Park School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Somerdale Park Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Somerdale Park Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public

____ Any matter in which the release of information would impair a right to receive funds from the federal government;

____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;

____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

____ Any investigations of violations or possible violations of the law;

____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

____ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public;

____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the Somerdale Park Public School District,

Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at _____ pm and the Somerdale Park Public School District, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Somerdale Park Public School District, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Somerdale Park Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Somerdale Park Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Somerdale Park Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

XII. RETURN TO PUBLIC SESSION

On a motion made by _____ and seconded by _____ the board returned to public session at _____ pm

XIII. ADJOURNMENT

On a motion made by Ms. Voigt and seconded by Ms. T. Klenk the meeting was adjourned at 6:51 pm.