

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

November 17, 2022
6:30 p.m.

AGENDA

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	Taylor Klenk	Kevin Smith
Kim Barkoff	Marc Ritz	Tara Voigt
Barbara Boyle	Mary Jo Schoettle	

Also Present:

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

III. PRESENTATIONS:

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

A presentation from Mrs. Maria Montroni-Currais, Curriculum Director regarding NJSLA and Start Strong assessment results.

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 _____ and seconded by _____ the following was approved:

Recommend that the Board of Education approve the regular session minutes of the October 13, 2022 BOE Meeting.

ALL IN FAVOR: YES _____ NO _____ ABSTAIN _____ ABSENT _____

VI. REPORTS

- A. Superintendent’s Report
- B. Business Administrator’s Report

VII. NEW BUSINESS

BUSINESS AFFAIRS, Marc Ritz, Chairperson, Mary Jo Schoettle, Alternate Chairperson, 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 _____ and seconded by _____ the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1-7:

1. Financial Reports:

To approve the Board Secretary and Treasurer’s Reports for 2022 (attachment #1).

The Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2022. 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 September 2022. The Treasurer’s Report and Secretary’s report are in agreement for the month of September 2022.

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. October 2022 Payroll and corresponding Check Journal totaling: \$454,186.98
- b. November Bill List and corresponding Check Journal totaling: \$293,228.29

3. To approve the Transfers/Adjustments for the month of September 2022 (attachment #3).
4. To approve Camden County Educational Services Commission to provide supplemental speech one day a week from January 2023 – June 2023 at a cost of \$10,584.00.
5. To post approve Mr. William Thompson, Business Administrator, Mr. Mark Pease, Superintendent, Ms. Peg Hughes, Maintenance Supervisor, Ms. Mary Jo Schoettle, and Mark Ritz, BOE Members to attend the NJSBA conference on October 24 – 26, 2022. Cost of registration \$2,200.00 plus reimbursement of accommodations and mileage.
6. To post approve the Legal Services Agreement with Capehart Scatchard, P.A, starting November 1, 2022. (attachment #4)
7. To approve the following resolution:

Comprehensive Maintenance Plan and Schedule M-1

Whereas, the N. J. Department of Education requires New Jersey school districts to submit three-year comprehensive maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the Comprehensive Maintenance Plan document for the various school facilities of the Somerdale School District are complete and in compliance with the requirements of N.J.A.C. 6A:26A-3, and

Whereas, the comprehensive maintenance plan includes activities and expenditures, for each school facility, that qualify as required maintenance pursuant to N.J.A.C. 6A:26A-2 and are reasonable to keep school facilities open and safe for use or in their original; condition and to keep their system warranties valid, **Now Therefore Be It Resolved**, that the Somerdale School District hereby authorizes the School Business Administrator to submit the 2022-2023 Comprehensive Maintenance Plan for the Somerdale School District in compliance with N. J, Department of Education requirements. (Attachment #5)

ROLL CALL VOTE: YES _____ NO _____ ABSTAIN _____ ABSENT _____

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

Report by Facilities Committee Chair

On a motion made by _____ and seconded by _____ 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 the Community Service Club to hold a Nutcracker Ballet Fundraiser performed by Eden School of Dance on December 2, 2022. No charge to school district by Eden School of Dance.

ROLL CALL VOTE: YES _____ NO _____ ABSTAIN _____ ABSENT _____

INSTRUCTIONAL, Taylor Klenk, Chairperson, James Anderson, Alternate Chairperson, Kevin Smith, Administrative Liaisons: Mark Pease, Robert Ford

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

Report by Curriculum Committee Chair

On a motion made by _____ and seconded by _____ the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items #1a – 1d

1. The following field trips:

- a. To approve Band and Choral students to visit Six Flags Great Adventure, Jackson, NJ as a culminating field trip on June 7, 2023. Cost per student to be determined at a later date plus \$5.00 transportation fee to be included.
- b. To approve Band and Choral students field trip to Thirty Strikes Bowling, Stratford, NJ on March 31, 2023. Cost per student to be determined at a later date plus \$5.00 transportation fee to be included.
- c. To approve 4th Grade Students to visit Franklin Institute, Philadelphia, PA on January 30, 2023. Cost per pupil \$5.00 plus \$5.00 transportation fee.
- d. To approve 8th Grade Students to visit Camden County Technical School, Sicklerville, NJ on January 4, 2023. Transportation provided from CCTS at no cost to Somerdale School District.

ROLL CALL VOTE: YES _____ NO _____ ABSTAIN _____ ABSENT _____

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 and seconded by the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items #1-8:

- 1. To accept the resignation of Erica Lamancusa, School Social Worker, as of December 12, 2022.
- 2. To post approve Laura Henkel as Business Office Clerk for the 2022-2023 school year at a salary of \$55,000.00.
- 3. To approve Shanon Chua, University of the Arts Student, to complete 20 hours of observation with the Somerdale Music Department Teachers during the 2022-2023 school year.
- 4. To approve Somerdale Teaching Staff to serve as chaperone’s for PTA events during the 22-23 school year at the SEA negotiated contract hourly rate of pay.
- 5. To accept the resignation of Maria Montroni-Currais, Director of Curriculum and Instruction, as of January 2, 2023.
- 6. To approve Sandra Robinson to take FMLA/NJFLA starting January 17, 2023 and ending on April 18, 2023 to run concurrent with use of sick days.
- 7. To approve Jeffrey Euler as Girls Basketball Assistant Coach for the 2022-2023 school year. Rate of pay as per the negotiated agreement with the SEA.
- 8. To approve Luthina Gordon as the Child Study Team Secretary for the remainder of the 2022-2023 school year at a pro-rated salary of \$46,700.00 with a start date of December 5, 2022.

ROLL CALL VOTE: YES _____ NO _____ ABSTAIN _____ ABSENT _____

POLICY/COMMUNITY AFFAIRS, Kevin Smith, Chairperson, Tara Voigt, Alternate Chairpersons, Mary Jo Schoettle, Barbara Boyle, 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 and seconded by 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 Somerdale School Districts School Opening and Remote Plan for the 2022-2023 school year.

ROLL CALL VOTE: YES _____ NO _____ ABSTAIN _____ ABSENT _____

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

BOND AD HOC COMMITTEE, Kimberly Barkoff, Chairperson, Marc Ritz, Alternate Chair, James Anderson, Administrative Liaison: Mark Pease, William H. Thompson

The Bond Committee’s function it to meet and develop a framework for moving a referendum forward and to address project and budgetary issues.

Report by Bond Committee Chair

VIII. REPORTS:

Mr. Pease will speak about the 2021-2022 HIB Self-Assessment Report.

On a motion made by _____ and seconded by _____ the following was approved:

The following item will be recommended for approval:

1. To approve the 2021-2022 HIB School Self-Assessment for determining grades. (attachment #1)
2. Acknowledge and accept the Harassment, Intimidation, and Bullying Report for incidents dated:
 - a. October 14, 2022 (attachment #2)
 - b. October 28, 2022 (attachment #3)
 - c. October 25, 2022 (attachment #4)

ALL IN FAVOR: YES _____ NO _____ ABSTAIN _____ ABSENT _____

IX. OTHER REPORTS:

- a.) Student Attendance

Enrollment October 2022	
Preschool	30
Kindergarten	56
1st Grade	34
2nd Grade	48
3rd Grade	36
4th Grade	45
5th Grade	33
6th Grade	48
7th Grade	55
8th Grade	61
Out of District	1
Charter Students	
Home Instruction	
Homeless -Tuition	
Total October 2022	447

- b.) Security/Fire Drill Reports

FIRE DRILL:

DATE: 10/12/22

Alarm Sounded: 9:24 am
Building Cleared: 9:27 am
Returned to Building: 9:30 am
Alarm Station Used: D-Wing double doors
All Staff in attendance participated in drill
Number evacuated: Students present: 409
Staff Present: 86
Special conditions simulated: none at this time
Problems encountered: none at this time
Weather: 55 degrees

LOCK DOWN DRILL #1:

DATE: 10/31/22

Alarm Sounded: 9:22 am
All Staff in attendance participated in drill (87 staff members)
Problems encountered: None

- c.) Health Reports – October 2022
- d.) Nutri-Serve Monthly Report – October 2022

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 _____ and seconded by _____ the meeting was adjourned at _____ pm