

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

**March 14, 2024
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	John Maisch	Kevin Smith
Kimberly Barkoff	Marc Ritz	Tara Voigt
Barbara Boyle	Mary Jo Schoettle	

Also Present:

Robert Ford, Superintendent/Principal
William H. Thompson, Interim Business Administrator/Board Secretary
Chris Long, Solicitor

III. PRESENTATIONS:

- *Recognition of the January and February Student of the Month Recipients*
- *Representatives of Student Council on past and upcoming events at Somerdale Park School*

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 and executive session minutes of the February 8, 2024 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, Mary Jo Schoettle, Chairperson, Kimberly Barkoff, Alternate Chairperson, Tara Voigt and Kevin Smith, Committee Members, Administrative Liaisons: Robert Ford, 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 1-16:

1. Financial Reports:

To approve the Board Secretary and Treasurer’s Reports for January 2024 (attachment #1).

The Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2024. 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 January 2024. The Treasurer’s Report and Secretary’s report are in agreement for the month of January 2024.

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 – Vendor Bill List and Check Journal 1 totaling: \$266
- b. Bill List – Vendor Bill List and Check Journal 2 totaling: \$530,139.12.
- c. January 2024 Board Share FICA and corresponding Check Journal totaling: \$3,071.06.
- d. January 2024 State Share FICA and corresponding Check Journal totaling: \$29,124.95.
- e. January 2024 Payroll and corresponding Check Journal totaling: \$439,914.48.
- f. February 2024 Payroll and corresponding Check Journal totaling: \$477,501.19.

- g. January 2024 Cafeteria and corresponding Check Journal totaling: \$15,798.74
- h. January 2024 State Aid Deduction and corresponding Check Journal totaling: \$9,098.60.

3. To approve the Transfers/Adjustments for the month of January 2024 (attachment #3).
4. To approve the contract with Gigliotti Family Medicine, Berlin, NJ, to provide point of care clinical evaluation. (attachment #4)
5. To approve the “Heroes and Mentors with Barrett Brooks” assembly, to be held on May 20, 2024 at a cost of \$2,600.00.
6. To approve the Somerdale Park School to opt out of participation in the 2024-2025 Special Education Medicaid Initiative due to the projected Medicaid Enrollment.
7. BE IT RESOLVED, by the Somerdale Board of Education to approve the submission of the Site Upgrades at Somerdale Park School to the New Jersey Department of Education for review and Department approval of an “other capital project” with no state funding and amendment of the long range facilities plan to be consistent with the project. Further, the Board authorizes Spiezle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.
8. To approve reimbursement of \$850.00 to Mr. Greg Cesare, Director of Special Education, for the fees of the completion of the NJ Leader to Leader Program.
9. To approve the custodial contract with the Borough of Somerdale at a cost of \$451,823.13, to be paid in four equal installments, for the 2024-2025 school year whereas the Borough of Somerdale shall provide (attachment #5):
 - (1) Full Time Day Custodian Supervisor (2080 Hours/year)
 - (1) Full Time Day Maintenance (2080 Hours/year)
 - (1) Full Time Day Custodian (2080 Hours/year)
 - (1) Custodian Part Time (1662 Hours/year)
 - (1) Full Time Night Custodian (2080 Hours/year)
 - (3) Part Time Night Custodians (1560 Hours each/year)
 - (1) Part Time Night Custodians (780 Hours each/year)
 - (1) Part Time Custodian (vacation/sick coverage) (300 Hours/year)
 - (1) Full Time Facilities Manager (2080)
10. To approve the Software Support Contract with Computer Solutions Inc. at a cost of \$8,208.00, for the 2024-2025 school year. (attachment #6)
11. To approve the Renewal of Service Agreement with Care Solace at a cost of \$7,500 for the 2024-2025 school year. (attachment #7)
12. To approve the district’s ECPA budget for the 2024-2025 school year in amount of \$ 121,100.00.
13. To approve Mr. Kevin Kretschy and Ms. Amanda Schwartz to attend the NJPSAFEA HIB Law Update Training on April 25, 2024 from 9:00 am – 3:00 pm, for a cost of \$150 per attendee.
14. To approve Ms. Peggy Hughes to attend the Annual Conference Expo for the NJSBGA, March 17th to March 20th, 2024 at a cost of \$300, not including mileage and tolls.
15. To approve tuition contract for student #1649304899 with The Brookfield Educational Services Program for a period of time to be determined, at a rate of \$41.40/hour for instruction.
16. To approve a Tutoring Agreement with Brookfield Schools for student #4188537884 for a period of time to be determined, at a rate of \$50/hour, 10 hours of education a week.

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 items 1-2 for Use of Facilities as per Somerdale Board of Education Policy 7510:

1. To approve Somerdale Baseball to use Ward Field, Monday, Tuesday, Wednesday, from 6:00 pm – 8:30 pm, during the period of March 18, 2024 through June 26, 2024; Sunday afternoons from 10:00 am – 8:00 pm, during the period of March 17, 2024 through June 30, 2024. No cost to be charged to the Somerdale Baseball Organization. (attachment #1)
2. To approve the Youth Consultation Service Treatment Home, Somerdale, NJ, to use Ward Field on June 27, 2024, from 11:00 am – 4:00 pm, for a Family Fun Day. No cost to be charged to the Youth Consultation Service for this event. (attachment #2)

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

INSTRUCTIONAL, Barbara Boyle, Chairperson, Marc Ritz, Alternate Chairperson, Kimberly Barkoff and Kevin Smith, Committee Members, Administrative Liaisons: Robert Ford, Kevin Kretschy

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 1-2a-d:

1. To approve the Somerdale Park School Calendar for the 2024-2025 school year. (attachment #1)
2. The following field trips:
 - a. To approve Student Council to visit Dave and Busters, Blackwood, NJ, on April 17, 2024 at a cost of \$5.00 per student for transportation fee, admittance is being paid from Student Activity Fund.
 - b. To approve the STEM Students to visit JA Education Center, Edison, NJ, on May 10, 2024 at a cost of \$5.00 per student for transportation fee, no cost for admittance to center.
 - c. To approve 2nd Grade Students to visit Camden Adventure Aquarium, Camden, NJ, on May 22, 2024, at a cost of \$22.00 per student plus \$5.00 transportation fee.
 - d. To approve 5th Grade Student to visit The Academy of Natural Sciences, Philadelphia, PA, on May 14, 2024 at a cost of \$14.00 plus \$5.00 for transportation fee.

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 1-4:

1. To post-approve Lizbeth Ramos-Ochoa, Camden County College Student, to complete her fifteen-hour field experience starting February 2024 with Valerie Priolo, Kindergarten Teacher.

2. To approve Joseph Lomas, as the Boys Baseball Assistant Coach, at the agreed SEA stiped rate for the 2023-2024 school year.
3. To approve Patrick Glatz, as a Special Education Teacher, for the 2024-2025 school year at a salary of \$67,354.00 at a BA Step 10.
4. To accept the retirement of Michael Phillips as of June 30, 2024.
5. To approve the following resolution:

RESOLUTION OF THE SOMERDALE BOARD OF EDUCATION AUTHORIZING THE EXECUTION OF AN ADDENDUM TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE SOMERDALE BOARD OF EDUCATION AND THE SOMERDALE ADMINISTRATIVE ASSOCIATION

WHEREAS, the Somerdale Board of Education (“SBOE”) and the Somerdale Education Association (“SEA”) are parties to an existing Collective Bargaining Agreement which commenced on July 1, 2022 through June 30, 2025 (“Agreement”); and

WHEREAS, following the execution and commencement of the Agreement, the parties desire to amend Article 9(E) of the Agreement; and

WHEREAS, the Parties negotiated the aforementioned and agreed upon the terms in the form of an Addendum to the Agreement which is attached to and made a part hereof, the terms of which shall be incorporated into the successor Collective Bargaining Agreement between the Parties.

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

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The SBOE hereby authorizes and directs the Board President and/or her designee to execute the Addendum to the Collective Bargaining Agreement between the SBOE and the SEA in the form attached hereto and made a part hereof.

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

POLICY/COMMUNITY AFFAIRS, Tara Voigt, Chairperson, Mark Ritz, Alternate Chairpersons, and John Maisch and Kevin Smith, Committee Member, 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

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 and seconded by 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. HIB Incident 1/31/2024 (attachment #1)

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

IX. OTHER REPORTS:

a.) Student Attendance

Enrollment February 2024	
Preschool	29
Kindergarten	54
1st Grade	57
2nd Grade	32
3rd Grade	51
4th Grade	30
5th Grade	48
6th Grade	38
7th Grade	55
8th Grade	60
Out of District	7
Charter Students	1
Home Instruction	
Homeless -Tuition	
Total February 2024	462

b.) Security/Fire Drill Reports

FIRE DRILL

DATE: 2/8/24

Alarm Sounded: 1:43 pm
Building Cleared: 1:46 pm
Returned to Building: 1:48 pm
Alarm Station Used: Door #22 in Café
All Staff in attendance participated in drill
Number evacuated:
Students present: 443
Staff present: 100
Special conditions: none
Problems encountered: none
Weather: 54 degrees and mostly cloudy

ONSITE EVACUATION

DATE: 2/27/24

Alarm Sounded: 1:00 pm
All Staff in attendance participated in drill: 105 staff members
Problems encountered: None

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

Date of Drill: March 6, 2024
Time of Drill: 8:15 am
Location of Drill: Somerdale Park – Side Parking Lot
Route Number: Del City #160
Drill Supervised by: Greg Cesare, School Safety Specialist

Date of Drill: March 8, 2024
Time of Drill: 3:05 pm
Location of Drill: Somerdale Park – Front of Building
Route Number: SJ Transportation Services #3556
Drill Supervised by: Robert Ford, Superintendent/Principal

Date of Drill: March 13, 2024
Time of Drill: 8:03 am
Location of Drill: Somerdale Park – Front of Building
Route Number: Holcomb #SDP2
Drill Supervised by: Greg Cesare, School Safety Specialist

d.) Health Reports – February 2024

e.) Nutri-Serve Monthly Report – January 2024, February 2024

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