

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

September 19, 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

II. PLEDGE OF ALLEGIANCE

III. 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	Thomas Leakan	Mary Jo Schoettle
Kimberly Barkoff	John Maisch	Kevin Smith
Barbara Boyle	Marc Ritz	Tara Voigt

Also Present:

Robert Ford, Superintendent/Principal
Bruno Berenato, Business Administrator/Board Secretary
Chris Long, Solicitor

IV. PRESENTATIONS:

- *Mrs. Natalie Cordivari, ACCESS for ELL's Data*

V. PUBLIC COMMENTS on any action items.

Open Public Comment: On a motion made by and seconded by : Voice Vote

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.

Close Public Comment: On a motion made by and seconded by :Voice Vote

VI. APPROVAL OF MINUTES

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

Recommend that the Board of Education approve the regular minutes of the August 8, 2024 BOE Meeting. (see attachment: V1)

VII. REPORTS

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

VIII. NEW BUSINESS

BUSINESS AFFAIRS, Mary Jo Schoettle, Chairperson, Kimberly Barkoff, Alternate Chairperson, Tara Voigt and Kevin Smith, Committee Members, Administrative Liaisons: Robert Ford, Bruno Berenato

IX. 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: Roll Call

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1-21:

1. Financial Reports:

To approve the Board Secretary Reports (see attachment: IX1):

- a. June 2024
- b. July 2024
- c. August 2024

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 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.

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 (see attachment IX2):

- a. June 2024 Bill Lists and Check Journal totaling \$1,019,130.30
- b. July 2024 Bill Lists and Check Journal totaling \$606,313.94
- c. August 2024 Bill Lists and Check Journal totaling \$924,123.74

- d. June 2024 Payroll and Corresponding Check Journal totaling \$448,448.34
- e. June 2024 State Aid Deductions and Corresponding Check Journal totaling \$9,098.60
- f. June 2024 Board Share Fica and Corresponding Check Journal totaling \$3,736.65
- g. June 2024 State Share Fica and Corresponding Check Journal totaling \$3,736.65
- h. June 2024 Cafeteria Report and Corresponding Check Journal totaling \$44,214.31
- i. July 2024 Cafeteria Report and Corresponding Check Journal totaling \$0.00
- j. August 2024 Cafeteria Report and Corresponding Check Journal totaling \$485.00
- k. July 2024 Board Share Fica and Corresponding Check Journal totaling \$57,115.03
- l. July 2024 State Share Fica and Corresponding Check Journal totaling \$4,762.19
- m. July 2024 Payroll and Corresponding Check Journal totaling \$100,750.33
- n. August 2024 Board Share Fica and Corresponding Check Journal totaling \$49,297.00
- o. August 2024 State Share Fica and Corresponding Check Journal totaling \$5,363.85
- p. August 2024 Payroll and Corresponding Check Journal totaling \$108,735.00

3. To approve the Transfers/Adjustments (see attachment IX3):
 - a. June 2024
 - b. July 2024
 - c. August 2024
4. To approve the tuition contract for student #2536033953 with Y.A.L.E. School for the 2024-2025 school year, for a cost of \$79,088.10 for tuition and \$60,900.00 for extraordinary services.
5. To approve the 2024-2025 local tax levy invoice to be submitted to the Somerdale Borough. (see attachment: IX5)
6. To approve to join the PEPPM Co-op for the Somerdale District purchasing needs for the 2024-2025 school year.
7. To approve Mandy Seligman and Nancy Burns to attend the Great Minds PDS Launch Wit & Wisdom Virtual Workshop on September 11, 2024 at a total cost of \$ 210.00.
8. **Resolution 2025-09** - Award contract to Nutri-Serve Food Management inc. for the 2024-2025 school year, cost reimbursable, with a management administrative total flat fee of \$18,008 which includes no guarantee. The total cost of the contract is \$203,298.06. (see attachment: IX8)
9. To approve Greg Cesare, CST Director, and/or Designee to attend all countywide, district wide, and/or regional CST and/or IEP (*out-of-district*) student(s) meetings for the 2024-2025 school year. There is no cost to attend these meetings.
10. To approve Angela Lindner, Social Worker, to attend the Homeless Liaison Coordinator's Meetings for the 2024-2025 school year. There is no cost to attend these meetings.
11. To approve Robert Ford, Superintendent/Principal, and Kevin Kretschy, Vice-Principal, to attend all countywide, inter-district, and/or regional Roundtable for the 2024-2025 school year. There is no cost to attend these meetings.
12. To approve Bruno Berenato, Business Administrator, to attend all countywide, district-wide, and/or regional BA Roundtable and/or CCASBO meetings for the 2024-2025 school year. There is no cost to attend these meetings.
13. To approve all board members and/or Bruno Berenato, Business Administrator, to attend any Camden County NJSBA or statewide NJSBA meetings and/or training sessions for the 2024-2025 school year.
14. To approve Natalie Cordivari, and/or Designee to attend all countywide, district-wide, and/or regional Curriculum meetings for the 2024-2025 school year. There is no cost to attend these meetings.
15. To approve teaching staff members to attend the on-line 30-hour Google Educator Certification Program, at a cost of \$225.00 per staff member. Staff members attending to be determined at a later date.

16. To approve Reggie Dabbs, The Youth Alliance, to present an assembly on October 1, 2024. The cost for the assembly is \$900.00.
17. **Resolution 2025-10** – Approval to join NJSIG (see attachment IX17).
18. To approve the tuition contract for student #1649304899 with Gloucester County Special Services School District for the 2024-2025 school year, for a cost of \$44,710.00.
19. To approve to adopt the 2024-2025 Somerdale School Districts Purchasing Manual. (see attachment IX19)
20. To approve to adopt the 2024-2025 Somerdale School Districts Standard Operating Procedures Manual. (see attachment IX20)
21. To approve the attendance and cost of NJSBA Convention as follows:

10/21 /24- 10/24 /24	All Board Members, Robert Ford, Peggy Hughes	2024 NJSBA Convention Hotel Accommodations Hard Rock Atlantic City	Days & Evenings/ Atlantic City	Convention Cost: \$2,200 group rate/ Hotel Cost: \$142.00 per night/per room Mileage, toll, meal and allowable reimbursements per the state regulations
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X. 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: Roll Call

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 2024-2025 Health and Safety Evaluation of School Buildings Checklist. (see attachment: X1)

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

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: Roll Call

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

1. To approve the revised 2024-2025 School Calendar to reflect the change in Back to School Night from September 19, 2024 to September 18, 2024 due to the change in the Board of Education Meeting dates. (see attachment: XI1)
2. The following field trips:
 - a. To approve the 8th Grade Students to visit Camden County Technical School on October 17, 2024 from 9:00 am – 1:00 pm. No cost to district.

XII. 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: Roll Call

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items 1-18:

1. To approve paid leave using FMLA for employee #4047 beginning Tuesday, September 17, 2024 for approximately 6 – 8 weeks, using sick days during leave.
2. **Resolution 2025-7:** To approve the submission of the amended contract for the Superintendent/Principal to the Camden County Executive County Superintendent. (see attachment XII2)
3. To approve Jessica Palo, Middle School Math Teacher, as Mentor for Shanon Chua, Music Teacher for the 2024-2025 school year.
4. To post-approve Musique Hodges, Karen Delgado, Keira McMenamin, and Marie Rosney, as After Care Aides for the 2024-2025 school year at a rate of \$17.00 per hour.
5. To accept Gina Horiate's withdrawal as GSA and Diversity Club Advisor for the 2024-2025 school year.
6. To post-approve Rebeca Crawford as the 2024 Summer Receiving Clerk at an hourly rate of \$17.00 for a maximum of 150 hours.
7. To post-approve Jessica Palo to teach one class period beyond contractual obligation beginning 9/4/24 - 1/31/25. Pro-rated stipend per SEA Contract.
8. To post-approve Sharon Gorman to teach one class period beyond contractual obligation beginning 9/4/24 - 1/31/25. Pro-rated stipend per SEA Contract.
9. To approve Robert Ford, Superintendent, to serve as a district transport person for the 2024-2025 school year.
10. To approve Gregory Cesare, Special Education Director, to serve as a district transport person for the 2024-2025 school year.
11. To approve Kevin Kretschy, Vice-Principal, to serve as a district transport person for the 2024-2025 school year.
12. To approve Natalie Cordivari, Supervisor of Curriculum and Instruction, to serve as a district transport person for the 2024-2025 school year.
13. To accept Sharon Gorman's withdrawal as Chess Club Advisor for the 2024-2025 school year.
14. To approve Cristin Butler, Victoria Hurrey, Kimberly Noonan, and Lisa Barcia to serve on the Curriculum and Instruction Committee for the 2024-2025 school year. Rate as per the negotiated agreement with the SEA.
15. To post-approve Valarie Priolo as Mentor to Anna Destra, LTS Kindergarten Teacher, for the 2024-2025 school year.
16. To approve volunteers from the Esther Raab Holocaust Museum and Goodwin Education Center to visit and be guest readers on October 9, 2024.
17. To approve Jake Marroletti, Camden County College Student, to do 15 hours of field experience with Erica Botto, 2nd Grade Teacher, during the 2024-2025 school year.
18. To post-approve Kelly Cesarski salary increase for the 2024-2025 school year from an MA to a MA+15.

XIII. POLICY/COMMUNITY AFFAIRS, Tara Voigt, Chairperson, Mark Ritz, Alternate Chairpersons, and John Maisch and Kevin Smith, Committee Member, Administrative Liaison: Robert Ford

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

Report by Policy Committee Chair

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

Recommend that the Board of Education on the recommendation of the Superintendent approve the following items 1-4:

1. As per N.J.S.A. 26:1A-9.1 and New Jersey Statute 18A:61D-3, to enact a religious exemption to waive immunization requirements to allow a 4th Grade Student (#4570086261) to attend school for the 2024-2025 school year.
2. To approve the Health Office Medication Standing Orders as required by NJ Statute for the 2024-2025 school year. (see attachments XIII2)
3. To approve the Health Office Standing Orders as required by NJ Statute for the 2024-2025 school year. (see attachments XIII3)
4. For Second Reading:
 - a. P 0141 Board Member Number and Term
 - b. P 0141.1 – Board Member Number and Term - Sending District
 - c. P 2200 – Curriculum Content
 - d. P 3160 – Physical Examination (staff)
 - e. P 4160 – Physical Examination (support staff)
 - f. P 5337 – Service Animals
 - g. P 5350 – Student Suicide Prevention
 - h. P 8420 – Emergency and Crisis Situations
 - i. P 8467 – Firearms and Weapons
 - j. P 9181 – Volunteer Athletic Coaches and Co-Curricular Advisors
 - k. R 3160 – Physical Examination (staff)
 - l. R 4160 – Physical Examination (support staff)
 - m. R 5200 – Attendance
 - n. R 8567 – Firearms and Weapons

XIV. 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

XV. REPORTS:

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

The following item will be recommended for approval:

1. Acknowledge and accept the Harassment, Intimidation, and Bullying Report for incidents dated:
 - a. None at this time

XVI. OTHER REPORTS:

- a.) Security/Fire Drill Reports

FIRE DRILL

DATE: 9/6/24

Alarm Sounded: 9:25 am
Building Cleared: 9:28 am
Returned to Building: 9:31 am
Alarm Station Used: Cafeteria Door #23
All Staff/Students in attendance participated in the drill.
Students present: 431
Staff present: 107
Special conditions: None
Problems encountered: None
Weather: 67° Partly Cloudy

LOCKDOWN DRILL

DATE: 9/16/2024

Alarm Sounded: 9:30 am
All Staff/Students in attendance participated in the drill.
Students present: 425
Staff present: 102
Problems encountered: None

XVII. PUBLIC COMMENTS (on any item)

Open Public Comment: On a motion made by and seconded by : Voice Vote

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.

Close Public Comment: On a motion made by and seconded by : Voice Vote

XVIII. EXECUTIVE SESSION (if necessary)

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

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;

 X 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.

XIX. RETURN TO PUBLIC SESSION

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

XX. ADJOURNMENT

On a motion made by _____ and seconded by _____ the meeting was adjourned at _____ pm