

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

Regular and Re-Organization Meeting of the Board of Education

May 5, 2016

6:30 p.m.

MINUTES

I. MEETING CALLED TO ORDER/ PLEDGE OF ALLEGIANCE at 6:35 pm

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 by notifying The Courier Post and The Philadelphia Inquirer, as well as posting notices in Borough Hall, the Somerdale Post Office and the Somerdale Park School.

Our attorney has advised us that we cannot prevent you from making remarks about our employees. He has requested we advise you that our employees are not Public Officials and you are not immune from civil actions they may bring as a result of your remarks whether vocal, by e-mail, or social media such as Facebook, Twitter, etc.

Call to Mrs. Burckley 6:40 pm

Victoria Burckley - Present	Susan Lowden - Present
Alicia Conte – Present	Melissa Moore - Present
Colm Fidgeon - Present	John Phillips - Present
Debra Hightower - Present	James Walsh - Present
Monique Howard - Present	

Also Present:

Dr. Dennis M. Vespe, Superintendent/Principal
Melissa Engelhardt, Business Administrator/Board Secretary
Leonard Wood, Solicitor

III. *Public Hearing of the 2016-2017 Budget given by Dr. Dennis Vespe, Superintendent/Principal*

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
(*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.

Sue Alexander 808 Valley, Somerdale – Last September the Board received a corrective action plan. It notified you that you were in violation of the law and gave you specific things to do by January 15. You were to write new procedures, have them approved by the state and start to follow them. I've been looking for a compliance report and finally found them two weeks ago. Somerdale has not even tried to comply with the action plan and has not revised procedures. Somerdale is in the process of writing approximately 70 IEPs. Are those IEPs in compliance with the law? We need to comply with the corrective action plan September 15 of next year. By then the State can come in and audit us again and at that point completely withdraw our funding. You need to write new procedures, approve them, send them out for State approval, and then implement them. How are you going to do that by then? Specifically, kids are excluded from regular classrooms and then there kids are sitting in classrooms without getting the support needed. We have children sitting in classrooms thinking they are dumb because we can't give them the services they are legally required to have.

Melissa Reitano 31 Lafayette, Somerdale – Dr. Vespe is Acting Special Ed Coordinator again? Why aren't we getting a permanent coordinator? Dr. Vespe has been in that position, collecting a stipend, and does not sit in on the IEP meetings. We now have a corrective action plan because programs are not being implemented correctly. We have no middle ground, IEP kids are either dumped into a classroom with basic skills kids or put in a resource room. Why are we using IDEA grant money for InSight people and not Special Ed Coordinator in order to have support for the people trying to implement the IEPs?

Caroline Schultz from Ventnor NJ – I've been a special ed teacher for 29 years. I've come to one of your meetings last year. Congrats on brining tax levy down but seem to be cutting special ed services. I am an advocate for my special ed students and will continue to be. How can Dr. Vespe be both Superintendent and Special Ed Coordinator and be giving 100% to both of them? It does not look like 100% is being given to the special ed students. It's not fair and is against the law. [Addressing the audience] I would suggest you guys go through the chain of command then go to OSAC.

V. APPROVAL OF MINUTES – None at this time

VI. REPORTS

- A. Presentation from Mr. Jarod Claybourn to discuss the findings of the IDEA/NCLB Audit and Corrective Action Plan.
- B. Superintendent's Report
 - This week was teacher appreciation week. Thank you to the PTA for providing food and various appreciation messages in teachers' mailboxes. Tomorrow night is PTA paint night from 6:30 to 8 pm in the cafeteria. They are also currently conducting a flower sale out by the gym.
 - MAP testing almost complete for spring results. There is a high percentage of kids meeting their projected RIT growth. This will be tied in with the various class trips and the renaissance program.
 - PARCC next week where Monday through Friday will be half days. Friday will be our fun day and weather permitting will be outside on Ward Field.
 - There was a concern last meeting regarding parents' inconvenience of half days due to work schedules. Unfortunately we could not do anything for this year but next year Under the Sun will commit to after school care for next year as an alternative to parents so they will not be inconvenienced.

- Upcoming events: May 20th is our 5th grade mother daughter tea at 6:30; May 24th at 7:30 in the cafeteria is the spring concert; May 25th is the NJASK science test for grades 4 and 5; May 26th is the annual Somerdale/Stratford softball game hosted by Somerdale this year at Ward Field.

C. Business Administrator's Report

- Proposals for professional services have been submitted, opened, and evaluated. My recommendations to the board are on tonight's agenda. The tabulation summary can be found as an attachment for those who are interested.
- I have met with our health insurance brokers with various quotes for insurance costs. It has been determined that we will continue with AmeriHealth and offer both our \$5 and \$15 copay options as we have done this year. The rate increase for medical will be 5%, there will be no increase for vision or dental, and we will see a 14% increase in prescription plan. The large increase in the prescription plan is due to new medical treatments for diabetes, hepatitis, and cancer.

VII. EXECUTIVE SESSION (if necessary)

On a motion by Mr. Phillips and seconded by Mr. Fidgeon the board entered into Executive session at 7:11 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 publicly;
- 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.

VIII. RETURN TO PUBLIC SESSION

On a motion made by Mr. Fidgeon and seconded by Dr. Howard the board returned to public session at 7:37 pm

IX. NEW BUSINESS

BUSINESS AFFAIRS, Colm Fidgeon, Chairperson, John Phillips, Alternate Chairperson, Alicia Conte, Administrative Liaisons: Dr. Dennis Vespe, Melissa Engelhardt

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. Fidgeon and seconded by Mrs. Conte the following was approved:

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

Financial Reports:

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2016. 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 April 2016. The Treasurer's Report and Secretary's report are in agreement for the month of April 2016.

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.

1. To approve the following bill lists (attachment #1):
 - a. Vendor Bill List and corresponding Check Journal totaling: \$17,566.20
 - b. Vendor Bill List and corresponding Check Journal totaling: \$78.13
 - c. April 15, 2016 Payroll Check Journal totaling: \$185,588.69
 - d. April 29, 2016 Payroll Check Journal totaling: \$185,059.23
 - e. Vendor Bill List and corresponding Check Journal totaling: \$193,161.92
 - f. Vendor Bill List and corresponding Check Journal totaling: \$15,494.68
 - g. Student Activities Check Journal totaling: \$4,828.16
2. To approve agreement with Candoris to provide 16 hours of onsite Systems’ Center IT Platform training to Joseph Mohan, Kyle Borkowski, and Kurtis Still at a cost of \$3,000.
3. To approval voiding check 20351 in the amount of \$1,248.13 due to the Somerdale PTA paying the deposit for the Fun day inflatables.
4. To approve the following 2016-2017 Budget Resolution:

SOMERDALE SCHOOL DISTRICT
2016-2017 BUDGET RESOLUTION

WHEREAS, the Somerdale Borough Board of Education has developed its 2016-2017 school budget;

WHEREAS, a budget hearing was held on May 5, 2016;

WHEREAS, NJAC 6:19-2.7(a) requires Somerdale Board of Education to adopt and submit a formal Board resolution;

WHEREAS, general fund budget includes utilization of capital reserve in the amount of \$107,232 for security system upgrades and fund balance in the amount of \$130,599;

WHEREAS, an amount not to exceed \$500 may be utilized for professional development travel expenses,

NOW THEREFORE, BE IT RESOLVED that the Somerdale Board of Education hereby approves the 2016-2017 school budget as presented by the administration which includes the following:

	Budget	Local Tax Levy
Total General Fund Budget	\$7,660,402	\$4,310,214
Total Special Revenue Budget	\$445,435	
Total Debt Service Fund	<u>\$291,538</u>	<u>\$198,104</u>
Totals	\$8,397,375	\$4,508,318

Dated: May 5, 2016

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

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

Report by Facilities Committee Chair

On a motion made by Mr. Fidgeon and seconded by Mrs. Lowden the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1 -3 for Use of Facilities as per Somerdale Board of Education Policy 7510:

1. To post approve the use of the Library by InSight Workforce Solutions on every other Wednesday, start date April 20, 2016 with an end date of June 1, 2016, from 3:15 pm – 5:00 pm for Town Hall Meetings. No charge to Insight for use of building.
2. To approve the use of the Gym by Soccer Shots from June 20, 2016 through June 23, 2016 from 9:30 am – 11:30 am. Somerdale Park School will not be changing for the use of the Gym for this event.
3. To approve the use of the Gym by the Municipal Alliance to hold an assembly on May 4, 2016 at 9:00 am, no cost to district assembly to be paid by Municipal Alliance.

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

INSTRUCTIONAL, Dr. Monique Howard, Chairperson, Susan Lowden, Alternate Chairperson, Debra Hightower. Administrative Liaisons: Dr. Dennis Vespe, Jarod Claybourn

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 Dr. Howard and seconded by Mrs. Hightower the following was approved:

A recommendation is requested to approve the following items 1 - 4:

1. To conduct a Summer School Program for the summer 2016 term. Programs will begin July 5, 2016 and conclude July 28, 2016
2. The Pre-School Program Calendar for the 2016-2017 school year. (attachment #1)
3. To affirm the discussion and approve the IDEA/NCLB Office of Fiscal Accountability and Compliance Correct Action Plan. (attachment #2)
4. The following field trips:
 - a.) To approve the 8th Grade Swim Day at Stratford Swim Club on June 7, 2016 from 10:30 am – 3:00 pm to celebrate their graduation.
 - b.) To approve the 8th Grade Class Trip to Sky Zone, Moorestown, NJ on June 8, 2016 from 10:30 am – 2:00 pm, no cost to district, trip to be paid from 8th Grade Student Activities Fund.
 - c.) To approve Renaissance Reward Trip for 3rd – 5th grade students to walk to Somerdale Cinemark Movie Theater on May 18, 2016 from 9:00 am – 12:00 pm. Cost per student \$10.10 to be paid from Renaissance Fund.

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

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 Dr. Howard and seconded by Mr. Fidgeon the following items were approved

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items 1 – 4:

1. To approve FMLA Leave, to run concurrently with paid sick leave, for Jana Barbera to commence on May 17, 2016 through the end of the 2015-2016 school year. This leave is not eligible for NJFLA.
2. To post approve Lisa Rollick, Middle School Teacher to serve as a Homebound Tutor for a Middle School Student # 4114961336 starting on April 18, 2016 for 5 hours per week until further notice.
3. To approve Dominic Travarelli to serve as a Homebound Tutor for a Middle School Student # 6529063781 starting on April 25, 2016 for 10 hours per week until further notice.
4. In conjunction with summer instructional and maintenance schedules, to approve Summer four day office schedule (staff to work 35 hours per week), effective 6/13/16 – 8/26/16.

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

On a motion made by Dr. Howard and seconded by Mr. Fidgeon the following item was approved

Recommend that the Board of Education on the recommendation of the superintendent, approve the following items 5:

5. To approve Dr. Dennis Vespe's Superintendent contract for the period of July 1, 2015 through June 30, 2019 at a salary of \$135,000. Contract and salary is retroactive to July 1, 2015.

ROLL CALL VOTE: YES 6 NO 3 (Conte, Lowden and Phillips) ABSTAIN 0 ABSENT 0

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On a motion made by Dr. Howard and seconded by Mr. Fidgeon the following item was approved

Recommend that the Board of Education on the recommendation of the superintendent, approve the following item 6:

6. To approve FMLA and NJFLA leave, to run concurrently with paid sick time, for Deborah Halpin to commence intermittently beginning April 11, 2016 through October 11, 2016.

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

POLICY/COMMUNITY AFFAIRS, Victoria Burekley, Chairperson, Susan Lowden, Alternate Chairperson, Melissa Moore, Administrative Liaison: Jarod Claybourn

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

Report by Policy Committee Chair

Motion by Lowden Seconded by Fidgeon

Recommend that the Board of Education on the recommendation of the Superintendent approve the following for first reading:

- 1. None at this time

Recommend that the Board of Education on the recommendation of the Superintendent approve the following for second reading:

- 1. Policy 1240 - Evaluation of Superintendent
- 2. Policy 3216 – Dress and Grooming
- 3. Policy 3221 - Evaluation of Teachers
- 4. Policy 3222 – Evaluation of Teaching Staff Members
- 5. Policy 3223 – Evaluation of Administrators
- 6. Policy 3224 - Evaluation of Principals, Vice-Principals and Assistant Principals
- 7. Policy 3431.1 – Family Leave Teaching Staff Members (Revised)
- 8. Policy 4431.1 – Family Leave Support Staff Members (Revised)
- 9. Policy 5516 – Use of Electronic Communications and Recording Devices
- 10. Reg. 1240 – Evaluation of Superintendent
- 11. Reg. 3221 – Evaluation of Teachers
- 12. Reg. 3222 – Evaluation of Teaching Staff Members
- 13. Reg. 3223 – Evaluation of Administrators
- 14. Reg. 3224 – Evaluation of Principals, Vice-Principals and Assistant Principals

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

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

A recommendation is requested to approve the following:

- 1. None at this time

ANNUAL BOARD APPROVALS AND APPOINTMENTS

On a motion made by Mrs. Moore and seconded by Dr. Howard items 1 through 5 were approved:

- 1. Approval is made of the official depositories for the funds of the Board of Education:

1st Colonial Community Bank, 1010 Haddon Ave., Collingswood, NJ

And the following persons to be authorized to sign checks and vouchers of the Board of Education:

Regular Checking Account	3 signatures required	President, Bd. Secretary, Supt. /Principal
Payroll Account	2 signatures required	Bd. Secretary and Superintendent/Principal
Agency Account	2 signatures required	Bd. Secretary and Superintendent/Principal
Student Activity Account	2 signatures required	Bd. Secretary and Superintendent/Principal
Lunch Account	2 signatures required	Bd. Secretary and Superintendent/Principal
FSA Medial Account	2 signatures required	Bd. Secretary and Superintendent/Principal
Unemployment Acct.	2 signatures required	Bd. Secretary and Superintendent/Principal

Capital Reserve Acct.	2 signatures required	Bd. Secretary and Superintendent/Principal
Park Technology Acct.	2 signatures required	Bd. Secretary and Superintendent/Principal

2. To award and appoint the following RFP contract proposals (attachment #1):

- a. Approval is made for Bowman & Company, LLP as the auditor during the 2016-2017 school year:

WHEREAS, Bowman & Company, LLP will complete the 2015-2016 CAFR.

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Bowman & Company, LLP be appointed as the auditor during the 2016-2017 school year in the amount of \$26,000.

BE IT FURTHER RESOLVED that the Somerdale Board of Education will advertise the awarding of this contract.

- b. Approval is made for the Wade, Long, and Wood LLC as the Solicitor for the 2016-2017 school year:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Wade, Long, and Wood LLC be appointed Solicitor for this Board of Education at a cost of \$14,000 per year retainer.

BE IT FURTHER RESOLVED that the Somerdale Board of Education will advertise the awarding of this contract.

- c. Approval is made for the Spiegle Architectural Group as the Architect for the 2016-2017 school year:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Spiegle Architectural Group be appointed as the Architect-of-Record for the 2016-2017 school year.

BE IT FURTHER RESOLVED that the Somerdale Board of Education will advertise the awarding of this contract.

- d. Approval is made for Dimensions in Pediatric Physical Therapy, LLC to provide physical therapy services for the 2016-2017 school year:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Dimensions in Pediatric Physical Therapy, LLC be appointed as the physical therapy provider for the 2016-2017 school year at a cost of \$75 per hour.

BE IT FURTHER RESOLVED that the Somerdale Board of Education will advertise the awarding of this contract.

- e. Approval is made for Marge Walsh, an independent sole proprietor to provide occupational therapy services for the 2016-2017 school year:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Marge Walsh be appointed as the occupational therapist for the 2016-2017 school year at a cost of \$75 per hour.

- f. Approval is made for Insight to provide Paraprofessional services for the 2016-2017 school year:

WHEREAS paraprofessional services will be paid utilizing federal funds from the NCLB and IDEA Grants;

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Insight be appointed to provide Paraprofessional services for the 2016-2017 school year.

BE IT FURTHER RESOLVED that the Somerdale Board of Education will advertise the awarding of this contract.

g. Approval is made for Insight to provide Substitute services for the 2016-2017 school year:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that Insight be appointed to provide Substitute services for the 2016-2017 school year.

BE IT FURTHER RESOLVED that the Somerdale Board of Education will advertise the awarding of this contract.

3. Approval is made for the Camden County Education Services Commission to provide Substitute Nursing Services for the 2016-2017 school year.

BE IT RESOLVED by the Somerdale Board of Education, has approved the Camden County Education Services Commission to provide the following services for the 2016-2017 school year:

Substitute Nursing Services

4. Approval is made of the Board Meeting Schedule for the 2016-2017 school year; in conjunction with all rules, regulations, and policies heretofore adopted by the Board for the 2016-2017 school year; and designating the official newspaper.

The Board of Education reserves the right to change the meeting schedule, with required notification, as needed or required. The purpose of the meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent, and Board Secretary/Business Administrator. There will be two public sessions, one to discuss agenda items. The public may speak for 3 minutes.

August 11, 2016	February 09, 2017
September 08, 2016	March 09, 2017
October 13, 2016	April 6, 2017
November 10, 2016	May 4, 2017 (Reorganization/Budget Hearing)
December 08, 2016	June 08, 2017
January 5, 2017 (Reorganization)	

And that the "Open Public Meetings Act" requires that advanced written notice of all meetings of the Board of Education be posted in one public place designated by the Board and mailed, telephone, faxed or hand delivered to two newspapers designated by resolution mailed to all persons requesting a copy of same upon payment of a fee as established by NJSA 47:1A-2.

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

1. All advance written notices of Board meetings shall be posted by the Board Secretary on the bulletin board located in the Somerdale Park School.
2. All advance written notices of Board meetings shall be given to the following newspapers:
 - a. Courier Post
 - b. Philadelphia Inquirer
3. Filing written notice with the Clerk of Somerdale Borough.

4. All advance written notices of Board meetings throughout the year shall be mailed to all persons requesting a copy of same after payment by such persons of a fee as established in NJSA 47:1A-2, plus postage. Electronic media shall be exempt from such fee.
 5. The schedule of regular official Board meetings for the period from and after this meeting until the meeting in June 2017 shall be in accordance with the listed schedule designating the dates, times and places of such meetings;
 6. Motion to establish and approve a photocopy fee of five cents (\$.05) per page for standard size and seven cents (\$.07) for legal size official Board Minutes and other public documents.
5. Approval is made for yearly travel expenditures for all employees inclusive not to exceed \$1,500. Travel expenditures must be approved in advance by a majority of the Board of Education as per policy #6471.

The following travel regulations and limits for the Somerdale School District as required by N.J.A.C. 6A:23A:

A travel event that exceeds \$5,000.00, regardless of the number of attendees, or where more than three (3) individuals from the district are to attend, must obtain prior approval from the Executive County Superintendent. Executive County Superintendent prior approval is not required for "regular school district business travel."

Regular school district business travel is regular official business travel, including attendance at meetings and conferences. Regular school district business travel includes attendance at regularly scheduled in-state county meetings and DOE sponsored or association sponsored events provided free of charge and regularly scheduled in-state professional development activities with a registration fee that does not exceed \$150 per employee or board member, adjusted for inflation. The maximum travel expenses for all staff for the 2016-2017 school year is limited to \$1,500.

Mileage reimbursement for regular school business travel that is prior approved by the Superintendent or any travel approved by the Board will be allowed at the rate authorized by the annual state appropriations act, which is \$.31/mile.

Lodging for out of state travel can only be provided if the event occurs on two or more consecutive days and where home to event commute exceeds 50 miles. All travel out of the country, regardless of cost or number of attendees, requires prior written approval of the Executive County Superintendent.

A written report or a standardized form for board members and employees must be completed for all Board approved training and seminars, conventions and conferences, and retreats.

All travel must be in compliance with State regulations N.J.A.C. 6A:23A.

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

On a motion made by Mrs. Conte and seconded by Mrs. Lowden items 6 through 10 were approved:

6. Approval for the resolution designating internet website for official notification pursuant to New Jersey local unit Pay-to-Play Law.

RESOLUTION DESIGNATING WEBSITE NOTIFICATION PURSUANT TO
NEW JERSEY LOCAL UNIT PAY-TO-PLAY LAW

WHEREAS, the Somerdale Borough Board of Education is subject to the provisions of N.J.S.A. 19:44A-20.4 et seq., the New Jersey Local Unit Pay-to-Play Law (Law); and

WHEREAS, as part of the fair and open process contained in the Law, the related contract to be awarded under the fair and open process shall be publicly advertised in newspapers or on the internet website maintained by the public entity (N.J.S.A. 19:44A20.7); and

WHEREAS, the Board maintains its internet website at www.somerdale-park.org; and

WHEREAS, the Board desires to designate its website as the official notification source for all contracts to be awarded as part of the fair and open process pursuant to the Law.

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

1. The Board hereby designates its internet website at www.somerdale-park.org as the official notification source for contracts to be awarded as part of the fair and open process contained in N.J.S.A. 19:44A-20.4 et seq., the New Jersey Local Unit Pay-to-Play law.
2. The Board is not precluded from utilizing its official legal newspapers for notification when it so desires.
3. The Board also has the right to use the C.271 disclosure as an alternate submission. N.J.S.A. 19:44A-20.26 (P.L. 2005, C.271,5.2)
7. Approval of the State Contract Vendors Authorization allowing the Business Administrator to issue purchase orders to approved Vendors as outlined by New Jersey School Purchasing Regulations.

STATE CONTRACTOR AUTHORIZATION

WHEREAS, the Somerdale School District Board of Education recognizes the importance of prudent fiscal management,

WHEREAS, the Business Administrator may issue purchase orders to vendors who hold a valid New Jersey State Contract number according to the Department of Treasury, Division of Purchase and Property,

NOW, THEREFORE the Board of Education authorizes the Business Administrator to issue purchase orders to State Contract vendors as necessary for the school year 2016-2017.

FURTHER BE IT RESOLVED that the following purchase orders be issued to the following vendors who are "WSCA" (Western States Contracting Alliance) contractors:

Apple Computers	Hewlett Packard
Dell Computers	Eastern Datacom
ShoreTel	EMC

FINALLY, BE IT RESOLVED, that the Superintendent and Business Administrator add payments to the above list of vendors to the bill list for official board approval and that they make the appropriate transfer of funds to cover the necessary expense if necessary. If needed, the list of transfers will be presented at the next Board of Education meeting for official approval.

8. Approval by the Board of Education of Somerdale School District, that prepayment authorization resolution be approved authorizing the Business Office to pay selected invoices prior to board meetings.

PRE-PAYMENT AUTHORIZATION

WHEREAS, the Somerdale School District Board of Education recognizes the importance of prudent fiscal management,

WHEREAS, the School Business Administrator and the Superintendent have found that various bills should be paid prior to official school board action to avoid late payments or other fees and to take advantage of vendor's cash discounts,

NOW, THEREFORE the Board of Education authorizes the Superintendent and the School Business Administrator to prepay the following bills prior to official board approval:

All Public, Private, and Charter Schools	NJ American Water
Helen Akinkas	NJ School Boards Association
Amerihealth	New Jersey School Insurance Group
Benecard	Home Depot
Camden County Educational Service Comm.	National Vision Administrators, LLC (NVA)
Camden County MUA	Postmaster
CASA Payroll	PSE&G
Comcast Cable	South Jersey Gas
Delta Dental	State of New Jersey
Eastern DataComm	Amazon/Sycnb

FINALLY, BE IT RESOLVED that the Superintendent and School Business Administrator add the above list of bills to the next bill list for official board approval. The list of transfers, if necessary, will be presented at the next Board of Education meeting for official approval.

9. Approval of the website www.somerdale-park.org to be the official site for advertising for the Somerdale Park School District.
10. Approval for Dr. Scott Khielmeier-Cooper Pediatrics to be designated Medical Inspector of this Board of Education for the 2016-2017 school year at a cost of \$125.00 an hour.

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

On a motion made by Dr. Howard and seconded by Mrs. Burckley items 11 through 15 were approved:

11. Approval to allow Melissa Engelhardt, Business Administrator/Qualified Purchasing Agent to use competitive contracting as a means for procurement for the 2016-2017 fiscal year.
12. That Melissa Engelhardt, Business Administrator/Board Secretary be, and is hereby appointed as the person to approve contracts between meetings for the 2016-2017 school year;

that Melissa Engelhardt, Business Administrator/Board Secretary be designated as the individual to authorize line item changes between Board Meetings;

that the Board approve the attendance of newly elected Board Members at the Board Members Orientation Conference sponsored by the New Jersey School Board Association;

13. Approval is made that Melissa Engelhardt School Business Administrator/Board Secretary be appointed as same through June 30, 2017; and that the Business Administrator be appointed Qualified Purchasing Agent for the district with quote requirements over \$6,000 and bid requirements over \$40,000; and Custodian of Records for the 2016-2017 school year.
14. Approve the following psychiatrist for required student psychological evaluations in accordance with special education regulations:

Dr. James Hewitt, 442 Warwick Rd., Lawnside, NJ
Cooper Pediatrics, 3 Cooper Plaza, Suite 200, Camden, NJ 08103

15. Resolved, to approve the following companies as providers of tax shelter/annuities, disability insurance, and flexible spending:

<u>Tax Shelters:</u>	<u>Disability</u>	<u>Flex Spending</u>
AXA Equitable	AFLAC	Colonial Life
Colonial Life	American General	
Great American	Colonial Life	
Lincoln Investment	Prudential	
Met Life		
Midland		

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

On a motion made by Mr. Fidgeon and seconded by Mrs. Bureckley items 16 through 20 were approved:

16. Approval is made to readopt existing bylaws and policies for the Board's operation and the operation of the District.
17. To approve agreement with Under the Sun Learning Center, Inc. to provide before and after school childcare from September 1, 2016 through June 30, 2017 excluding holidays, in-service days, and all schools days with delayed opening or early dismissal
18. Approval was made for New Jersey School Insurance Group to be named insurance of record for the 2016-2017 school year.
19. Approval was made by the Somerdale Board of Education to appoint Brown & Brown Benefit Advisors to provide health benefits for the 2016-2017 school year.
20. To approve the following appointments:

Appointment of Dennis M. Vespe for the 2016-2017 school year as:

- a. NCLB Coordinator
- b. IDEA Basic and IDEA Preschool Coordinator
- c. Affirmative Action Officer
- d. State Testing Coordinator/PARCC Coordinator
- e. Director of Personnel
- f. Curriculum Supervisor
- g. Acting Special Education Coordinator
- h. Educational Stability Liaison

Appointment of Jarod Claybourn for the 2016-2017 school year as:

- a. 504 Committee Coordinator
- b. District Anti-Bullying Coordinator
- c. School Testing Coordinator
- d. Instruction and Program Coordinator

Appointment of Greg Cesare for the 2016-2017 school year as:

- a. McKinney Vento Homeless Education Liaison

Appointment of Kyle Borkowski for the 2016-2017 school year as:

- a. LEA PARCC IT Contact

Appointment of Maria Montroni-Curraais for the 2016-2017 school year as:
a. Bilingual/ESL/ELS Point of Contact

Appointment of Melissa Engelhardt for the 2016-2017 school year as:
a. Public Agency Compliance Officer

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

On a motion made by Mrs. Hightower and seconded by Mrs. Burckley items 21 through 25 were approved.

21. Approval was made for the following:

BE IT RESOLVED by the Somerdale Board of Education, County of Camden, New Jersey that the Greg Ruggieri, Building & Grounds Supervisor/Educational Facilities Manager, and/or the individual named in a shared services agreement with Somerdale Borough for the same, be appointed for the 2016-2017 school year:

- a. Asbestos Management Officer
- b. Indoor Air Quality Designee
- c. Integrated Pest Management Coordinator
- d. Employer Responsible Right to Know Officer (ERRO)
- e. Chemical Hygiene Officer
- f. AHERA Coordinator

And that Melissa Engelhardt, Jarod Claybourn and Mary Dow be appointed Safety and Health Designees for the 2016-2017 school year. In accordance with N.J.A.C. 6A19-6.5 safety and health programs, "Each district board of education and other institution or agency operating career and technical education programs or courses, shall designate a person or persons other than the chief executive or chief administrative officer, who shall implement the approved safety and health plan."

22. Approval for The Barclay Group to be named insurance broker of record for the 2016-2017 school year.

23. Approval for the Petty Cash account for the 2016-2017 school year in the amount of \$200 for the purpose of supplies required for immediate purchase. The maximum individual item reimbursement is \$75.00.

24. Approval for the Chart of Accounts as outlined in the Uniform Minimum Chart of Accounts (Handbook 2R2) for New Jersey Public Schools and to approve the Business Administrator to make account transfers at the level of the advertised budget.

25. To approve contract with Phoenix Advisors for continuing bond disclosure agreement as required by the SEC in the amount of \$850.00 for the 2016-2017.

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

On a motion made by Mr. Phillips and seconded by Dr. Howard items 26 through 27 were approved:

26. Approval for the following Health, Prescription, Dental, and Visions providers:

- a. Delta Dental as the Dental provider for the 2016-2017 school year.
- b. Amerihealth as the Health Provider for the 2016-2017 school year.
- c. Benecard as the Prescription Provider for the 2016-2017 school year.
- d. National Vision Administrators, LLC (NVA) as the Vision Provider for the 2016-2017 school year.

- 27. Approval of cooperative purchasing memberships with Keystone Purchasing Network (KPN) and Middlesex Regional Educational Services Commission (MRESC) for the 2016-2017 school year;

WHEREAS, N.J.S.A 40A:11-11 authorizes contracting units to enter into a Cooperative Purchasing Agreements for its administration;

WHEREAS, the Somerdale Board of Education recognizes the importance of prudent fiscal management;

NOW, THEREFORE, BE IT RESOLVED, by the Somerdale Board of Education the Business Administrator may issue purchase orders to vendors who hold purchasing agreements with KPN and MRESC.

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

X. DISCUSSION ITEM:

Mr. Phillips: At the CCASBO meeting – Walsh was recognized for service of 20 years as a school board member.

Mr. Walsh – [Addressed issues regarding IEP and CAP.] We are addressing the issues and understand we must answer to the State and the State will render their decision whether our corrective action plan is satisfactory or not. We are complying, we are not rolling it up and throwing it in the trash can. Dr. Vespe does not get stipend and has not gotten a raise in the 4 years he’s been here. We need to start focusing on the positives, most people in this room focus on all the negatives. I have listed some positives: Choice aid revenue increased; programs have been added, additional 5th grade teacher, full time computer teacher, full time Spanish teacher, two full time music teachers, full time art teacher, full time librarian, full time tech support, hired additional full time ESL teacher, implemented new math series for K-5, implemented MAP data analysis, expanded student services department for grades 1-5, full time social worker and psychologist, upgraded technology infrastructure and 1:1 tablet initiative, facility upgrades, added 5 assistant coaches, expanded co-curricular clubs, added renaissance program, brought back all winter and spring sports programs, implemented early drop of breakfast program, increased student achievement for projected RIT growth. You need to understand that we are a small district and money is tight, we do what we can do for the students.

Mrs. Burckley left the meeting via the phone on 7:50 pm

XI. OTHER REPORTS:

- a.) Student Attendance

Enrollment April 2016	
Preschool	32
Kindergarten	57
1st Grade	56
2nd Grade	57
3rd Grade	51
4th Grade	44
5th Grade	48
6th Grade	65
7th Grade	51
8th Grade	57
Out of District	2
Home Instruction	2
Homeless -Tuition	2
Total April	524

b.) Security/Fire Drill Reports

DATE: **4/6/16**
Alarm Sounded: 2:33 pm
Building Cleared: 2:34 pm
Returned to Building: 2:37 pm
Alarm Station Used: E-Wing
All Staff in attendance participated in drill

Number evacuated: Students present –500
 Staff Present: 85
Special conditions simulated: none at this time
Problems encountered: None
Weather: 52 degrees

Evacuation Non-Fire Drill

DATE: **04/21/16**
Alarm Sounded: 1:34 pm
Building Cleared: 1:36 pm
Returned to Building: 1:39 pm
Alarm Station Used: Cafe
All Staff in attendance participated in drill

Number evacuated: Students present -495
 Staff Present: 91
Special conditions simulated: none at this time
Problems encountered: None
Weather: 71 degrees

c.) Health Reports – none at this time

d.) HIB Reports – none at this time

XII. 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
(*Just before the resolution is voted on*).
4. Limit your comments to (3) minutes per person.

Kristine Roach 121 Juniper, Somerdale – I have a big issue with bullying at the school. My daughter has been thrown to the ground, slapped, kicked, punched in the face, and humiliated. I have pictures and emails back and forth from the administration; nothing was addressed. I have a picture of my daughter when she got punched in the face because she threw snow. This is an anti-bullying school. I am appalled. It was pushed under the rug, never was it solved. Another issue I have is my brother, who came to pick up items, was allowed to leave with my daughter without parent approval. Never had I gotten a phone call from anyone who tried to call me. They called me once and I didn't answer the phone because I was at work. Don't let my daughter leave the school with someone she should go with.

Sue Alexander 808 Valley, Somerdale – Have new procedures been written and approved by the state? Have students/parents been notified that RIT scores will affect Renaissance? I am concerned because my child has missed one and why should he be punished because he is special ed?

Melissa Reitano 31 Lafayette, Somerdale – Will the corrective action plan allow my child to get a co-teacher in the classroom?

Stacy Dougherty 104 Crestwood, Somerdale – I am a learning consultant on a child study team. To be honest, I have looked at the corrective action plan and it is not out of ordinary. It's not like it is completely out of compliance and not uncommon to have those particular violations. A lot of what I see is that parents are not as knowledgeable about special education and the code and the law. Maybe it would be helpful to educate the parents because it can be quite confusing.

Jim Anderson 309 Glendale, Somerdale – People feel like their concerns are falling on deaf ears. But another point I want to bring up is the half day park testing. I did some research and other districts, Stratford, Lindenwold, Waterford, Runnemede, Magnolia, do not have half days for PARCC testing. I understand that Under the Sun will be getting involved but my concern is there going to be cost for that? We need more communication between board and public. PLC days is a concern for my kids because they do not like that they cannot go outside on PLC days? Daughter is telling me that kids are climbing stalls in bathrooms. Why do polo shirts need to be tucked in?

Bill Stain 612 White Horse Pike, Somerdale – Title I parent meetings? Why not done? Where are we with the wasp issue? You guys said you were working on posting PowerSchool MAP scores? Why has that not been done? Are you still working towards that? How to opt out of PARCC testing?

Dr. Vespe – [Addresses bullying] Mrs. Roach and I have had conversations on the phone. We have invited her to speak at the board meeting in private sessions. We have followed all procedures and have done everything we could possibly do.

Dr. Vespe/Mr. Claybourn – [Addressing RIT scores and Renaissance] RIT scores have been conveyed to the students. Currently we are compiling MAP data and what the eligibility for Renaissance should be. It is planned to be implemented for next year. Even if it were in place, it is one factor of about 15 that qualifies a student for Renaissance.

Dr. Vespe – [Addressing special ed] We have submitted, and have been submitting throughout the year, new procedures and have not received anything, except an email, from the compliance officer stating that what we have sent so far is in compliance. Co-teaching services will be determined at the IEP meetings.

Dr. Vespe – [Addressing half day PARCC week] We feel half days are in best interest of the students. There is no way students would absorb any extra instruction after such intensive testing. Under the Sun has been here for a long time running before and after school program. As far as the cost for the additional piece is something that still has to be discussed.

Dr. Howard – [Addressing half day PARCC week] What happens after intensive testing is that the kids do not want to think anymore and the teachers turn into babysitters. I'm going out on a limb but I don't think the teachers want to become babysitters and I certainly do not want to pay them to be babysitters. That is not what their skill set is. So even though it puts a burden on my family trying to figure out where my kids are going after half days, there is plenty of time to plan. The calendar for the next school year is already up so there is no surprise.

Mr. Phillips – [Addressing half day PARCC week] Because we are technologically advanced over most districts, it takes us much less time to administer the test thereby eliminating our need for full days.

Dr. Vespe – [Addressing PLC days] We will have to look at that. It is a shortened day so that is primarily why they don't get to go outside during recess because the lunch period is shortened.

Dr. Vespe – [Addressing bathroom stalls] I cannot have someone in the bathroom to monitor it. Having someone stand outside the door would be permissible.

Dr. Vespe – [Addressing "tuck-in" of shirts] All shirts are to be tucked in. If it is a shirt that hugs the hips, that is at the discretion of the Vice Principal to make the call.

Dr. Vespe – [Addressing Title I parent meeting] That has been addressed in the corrective action plan. The requirements have changed where a more formal process needs to be adopted. We will implement that next year where the meeting will be held during back to school night. Notifications will be properly made.

Dr. Vespe – [Addressing wasps] We have an exterminator come in monthly to address the wasp situation.

Dr. Vespe – [Addressing MAP score posting] We are still working on that. As I have said before, all you need to do is email the teacher and they will give you the data.

Dr. Vespe – [Addressing opt out] Nothing has changed. Mr. Claybourn has sent out a plethora of voice mails out. You simply fill out the form on the website and/or submit an email.

XIII. ADJOURNMENT

On a motion made by Mr. Fidgeon and seconded by Mr. Phillips the meeting was adjourned at 8:13 pm.

Respectfully Submitted,
Melissa Engelhardt