

SOMERDALE PUBLIC SCHOOL DISTRICT

Board of Education
301 Grace Street
Somerdale, NJ 08083

**Reorganization Meeting and
Regular Meeting of the Board of Education**

January 7, 2016

6:30 p.m.

AGENDA

I. MEETING CALLED TO ORDER/ PLEDGE OF ALLEGIANCE at 6:34 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.

Victoria Burckley - Absent	Susan Lowden - Present
Colm Fidgeon - Present	Debra Mills-Hightower - Present
Monique. Howard - Present	John Phillips - Present
	James Walsh -Present

Also Present:

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

III. ELECTIONS RESULTS FROM: November 3, 2015

Candidates:

<u>For a Three Year Term:</u>	<u>Number of Votes</u>
Susan Lowden	441
Mrs. Conte	425
Mrs. Moore	430
Mr. Mohan	232

IV. ADMINISTER THE OATH OF OFFICE TO SUSAN LOWDEN, MRS. CONTE AND MRS. MOORE

V. ROLL CALL

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

VI. NOMINATION AND ELECTION OF BOARD OFFICERS

Call placed to Mrs. Burckley to participate in the nomination and election of board officers.

- a. On a motion by Mr. Fidgeon and seconded by Mrs. Hightower, Mr. Walsh is nominated for President of the Board of Education.
- b. On a motion by Mrs. Lowden and seconded by Mrs. Conte, Mr. Phillips is nominated for President of the Board of Education.
- c. On a motion by Mr. Fidgeon and seconded by Mrs. Hightower, a request was made to close nominations for President.

ROLL CALL VOTE: Mr. Walsh – 5
Mr. Phillips - 4

- d. On a motion by Mr. Fidgeon and seconded by Mrs. Hightower, approval is made of Mr. Walsh for the Office of Board President.

The Board meeting is officially turned over to the Board President.

- e. On a motion by Mr. Phillips and seconded by Mrs. Moore, Mrs. Lowden is nominated for Vice-President of the Board of Education.
- f. On a motion by Mr. Walsh, seconded by Mrs. Hightower, Mr. Fidgeon is nominated for Vice-President of the Board of Education.
- g. On a motion by Mr. Walsh, seconded by Mrs. Hightower, a request was made to close nominations for Vice-President.

ROLL CALL VOTE: Mrs. Lowden – 6
Mr. Fidgeon – 3

- h. On a motion by Mr. Phillips seconded by Mrs. Moore, approval is made of Mrs. Lowden for the Office of Vice-President.

VII. APPOINTMENTS AS REPRESENTITIVES OF BOARD OF EDUCATION

On a motion by Mr. Fidgeon and seconded by Mrs. Lowden, approval is made for:

- a. Appointing Dr. Howard as representative to Camden County Education Services Commission.

ROLL CALL VOTE: ALL IN FAVOR

On a motion by Mr. Walsh, seconded by Mrs. Hightower, approval is made for:

- b. Appointing Mr. Walsh as alternate Representative to the Camden County Educational Services Commission.

ROLL CALL VOTE: ALL IN FAVOR

On a motion by Mr. Fidgeon and seconded by Mrs. Hightower, approval is made for:

- c. Appointing Mrs. Moore as Delegate to New Jersey School Boards Association.

ROLL CALL VOTE: ALL IN FAVOR

On a motion by Mrs. Hightower and seconded by Dr. Howard, approval is made for:

- d. Appointing Mrs. Lowden as alternate Delegate of New Jersey School Boards Association.

ROLL CALL VOTE: ALL IN FAVOR

On a motion by Mr. Walsh and seconded by Dr. Howard, approval is made for:

- e. Appointing Mrs. Moore as Legislative Chairperson of New Jersey School Boards Association.

ROLL CALL VOTE: ALL IN FAVOR

On a motion by Mr. Fidgeon and seconded by Mrs. Moore, approval is made for:

- f. Appointing Mr. Phillips as representative to Camden County School Boards Association.

ROLL CALL VOTE: ALL IN FAVOR

On a motion by Mr. Fidgeon and seconded by Mrs. Hightower, approval is made for:

- g. Appointing Mrs. Moore as alternate representative to Camden County School Boards Association.

ROLL CALL VOTE: ALL IN FAVOR

VIII. *A brief presentation from Mr. Jarod Claybourn, Vice-Principal regarding the 2014-2015 PARCC testing results.*

IX. 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.

X. APPROVAL OF MINUTES

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

Recommend that the Board of Education approve the regular and executive session minutes of the December 10, 2015 BOE Meeting.

ROLL CALL VOTE: ALL IN FAVOR

XI. REPORTS

A. Superintendent's Report

- Winter benchmark testing completed all grades have been uploaded and correlated with Classworks program so teachers may update their individual learning plans for their students.
- Boys' basketball tied for first in division; girls basketball has rebounded and are starting to come together.
- Workshops a week from tomorrow, January 15th which is an all day workshop with two different sessions; Classworks and Eduscape.

B. Business Administrator's Report

- Remind the board to begin process of annual Superintendent evaluation.
- December Finance committee meeting was canceled. Advise committee to meet to review preliminary budget for 2016/2017 fiscal year.
- The LED lighting project finally coming to an end with one wall pack remaining. I anticipate closing the project and issuing the final payment within the next couple weeks providing the last remaining wall pack is fixed. There are 3 additional sensors that are pending but that is outside the scope of the contract and will be billed separately.

X. EXECUTIVE SESSION (if necessary)

On a motion mad by Dr. Howard and seconded by Mr. Fidgeon, the Board entered into executive session at 7:04 pm and anticipates being approximately 30 minutes.

Mrs. Burckley arrived at the meeting at 7:18 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

X 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.

XI. RETURN TO PUBLIC SESSION

On a motion made by Dr. Howard and seconded by Mr. Fidgeon the board returned to public session at 7:50 pm

XII. NEW BUSINESS

BUSINESS AFFAIRS, Mr. Fidgeon, Chairperson, Mr. Phillips, Alternate Chairperson, Russel Dunning, Administrative Liaisons: Dr. Dennis Vespe, Mrs. Engelhardt

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

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

Recommend that the Board of Education on the recommendation of the business administrator approve the Following 1-3:

Financial Report

1. Recommend that the Board of Education certify that as of this date and 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 fund balance has been overspent in violation of N.J.A.C. 6:20-2.13 (b), and that sufficient funds are available to meet the district's financial obligations as of this date.

Check Journal #1:	Fund 10	\$70,699.31
	Fund 20	<u>\$26,155.23</u>
		\$96,854.54

2. Move that the Business Administrator be authorized to approve contracts and continue payment of all bills through February 11, 2016, or until the next Board of Education meeting. The bill lists for those payments and any contracts to be ratified will be submitted at the next Board of Education meeting.
3. Discussion and Acceptance of the Audit Report as presented by the Superintendent of the Somerdale School District for the year ended June 30, 2015. There were no findings for the 2014-2015 audit. No corrective action plan is needed. A summary of the audit is available for public on the website. The Exit Conference w/Auditors was held on December 16, 2015. (attachment)

CORRECTIVE ACTION PLAN

NAME OF SCHOOL: Somerdale

COUNTY: Camden

TYPE OF AUDIT: Annual – Through June 30, 2015

DATE OF BOARD MEETING: January 7, 2016

CONTACT PERSON: Mrs. Engelhardt, Board Secretary

TELEPHONE NUMBER: (856) 783-2931 x803

Recommendation Number	Corrective Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Recommendation
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1) **None**

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

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

Recommend that the Board of Education on the recommendation of the business administrator approve the Following 4 & 5:

4. To approve the district's updated Standard Operating Procedure Manual for the 2015-2016 school year.
5. To approve Gena Price and Jenna VanDerzee, Pre-School Teachers, to attend the 2016 Conference for NJ Pre-Kindergarten Teachers on February 22-23, 2016, in Atlantic City, NJ at a cost of \$388.00 per person.

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

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

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

A recommendation is requested to approve the following:

1. To approve Eduscape to utilize the Somerdale Park School for a workshop on Friday, January 15, 2016 from 7:30 am – 5:00 pm. (attachment)
2. To approve Soccer Shots to utilize the Cafeteria for additional day, Thursday, from 6 pm – 8:00 pm during February 2016 through April 2016.

ROLL CALL VOTE: ALL IN FAVOR

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

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

On a motion by Dr. Howard and seconded by Mrs. Burckley the following was approved:

A recommendation is requested to approve the following:

1. The following field trips:
 - a.) First Grade Students to travel to Cape May Zoo on May 18, 2016. Cost per student \$8.00 plus \$5.00 transportation fee.
 - b.) Second Grade field Trip to the Camden Adventure Aquarium, Camden, NJ on May 6, 2016 at a cost of \$14.00 plus \$5.00 transportation fee.
 - c.) Fifth Grade Students to travel to Colonial Plantation of Pennsylvania on April 25, 2016. Cost per student \$18.00 plus \$5.00 transportation fee.

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

On a motion made by Dr. Howard and seconded by Burckley the following was approved:

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

1. To approve to extend medical leave of absence for Kimberly Plotts, Speech Therapist starting December 15, 2015 with a return date on January 4, 2016.
2. To approve Kaylee Klehamer, to serve as the Girls' Basketball Manager for the 2015-2016 school year.
3. To approve Brianna Strassle to shadow Marge Walsh, Occupational Therapist one day during the month of January 2016 as part of college application process.
4. To approve the Article 19A sidebar agreement between the SEA and the Somerdale Board of Education. (attachment)

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

POLICY/COMMUNITY AFFAIRS, Victoria Burckley, Chairperson, Susan Lowden, Alternate Chairperson, Mr. Walsh, Administrative Liaison: Jarod Claybourn

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

The following item will be recommended for approval:

- 1. None at this time

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

- 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.**

A recommendation is requested to approve the following:

- 1. None at this time

XIII. DISCUSSION ITEM:

Retreat meeting set for 2/2 at 6:30 pm
Work session set for 3/1 at 6:30 pm

XIV. OTHER REPORTS:

- a.) Student Attendance

Enrollment December 2015	
Preschool	32
Kindergarten	57
1st Grade	55
2nd Grade	59
3rd Grade	51
4th Grade	44
5th Grade	49
6th Grade	64
7th Grade	50
8th Grade	56
Out of District	1
Home Instruction	2
Homeless -Tuition	1
Total December	521

- b.) Security/Fire Drill Reports

DATE: **12/4/15**
Alarm Sounded: 2:46 pm
Building Cleared: 2:48 pm
Returned to Building: 2:50 pm
Alarm Station Used: Gym
All Staff in attendance participated in drill

Number evacuated: Students present: 492
 All Staff Present: 89
Special conditions simulated: none at this time
Problems encountered: None
Weather: 52 degrees

Lock Out Drill #1

DATE: **12/11/15**
Alarm Sounded: 9:30 am

All Staff in attendance participated in drill (79)
Problems encountered: none at this time

c.) Health Reports December (attachment)

XV. 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.

Jim Anderson 309 Glendale Drive – Lunch/Recess issue is ongoing. Bullying in the lunchroom and outside. There are not enough people outside to supervise. Dress Code has become confusing, I'm hearing a bunch of different things as to what is allowed and disallowed. It is very hard to find uniforms. We need to figure out how to handle this and don't punish my kid for something that I am sending him to school in, let me know about it. There needs to be a way to log screen time during the school day. My kids are coming home with headaches every day and that their eyes hurt.

Bill Stain 612 South White Horse Pike – I think it would be beneficial for both the school and the parents if uniforms can be purchased at specified vendor.

Christine Joyce 21 Richard Avenue– Issues with dress code changes. I've been told that dress code changes were made at an assembly but nothing has come home with regards to the dress code. A lot of the girls have been told that no skinny pants may be worn but that is not in the dress code; no leggings is in there and that's fine but you can't change the dress code and not notify the parents. My kid was in tears because she can't wear any of the clothes she just got for Christmas.

Kim Ehm 12 McMichael Court – Dress Code not a girls fault how they dress but boys should be taught to control themselves. Also, this is grade school, not high school, I want my children to learn how to write with a pencil.

Gilykeria Ayers 605 Wilber Avenue – My son has recently went to the eye doctor and is now required to wear reading glasses for farsightedness and his best friend has also recently been required to wear reading glasses. I won't say it is 100% because of the tablet use but it makes me question it.

Unannounced Parent – Dress Code skinny pants need to be allowed that is the only type of jeans out there to buy nowadays. I now have to argue with her every morning because she's not allowed to wear skinny pants and is afraid to get in trouble because of her wardrobe.

Dr. V – Response to lunch issue: We feel we have enough coverage for lunch and there has not been any change in lunch schedules since I been there. With regards to logging tablet time, you are more than welcome to schedule time to sit with me so we can go over these issues. I don't know what else to tell you but we are following 21st century directives and core curriculum standards. I will research various stores to go to for uniforms. I thought that was already in place.

Mrs. Burckley – Old Navy and The Children's Place do have the uniforms. I just had to by stuff for my 8th grader and I did find them there [Children's Place].

Mr. Walsh – When we first implemented the uniform, we did have an agreement with a vendor but we got feedback that it was too expensive so we watered it down to allow for anything blue and gold to allow parents to shop wherever they were comfortable. Maybe the policy committee needs to take a look at it.

Mrs. Lowden – We tried to make the uniform policy as basic as we could to allow parents flexibility. Policy committee will take a look at it to make sure the policy is interpreted consistently. That is what I am hearing as the concern.

Mr. Claybourn – It was just a little reminder to enforce the policy. There are interpretation issues and I'm not a fashion person to get into what is a legging, yoga pant, or skinny pants. The bottom line is that the girls are coming in pants too tight.

XVI. ADJOURNMENT

On a motion made by Mrs. Burckley and seconded by Fidgeon the meeting was adjourned at 8:24 pm

Respectfully Submitted,

Melissa Engelhardt