

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Regular Meeting of the Board of Education

**September 10, 2020
6:30 p.m.**

AGENDA

BOE Mission Statement

The mission of the Somerdale School District, in active partnership with the community and staff, is to provide a safe and supportive environment which offers all students the opportunity to develop academically, socially, physically and emotionally, and to create students who are inquisitive and value learning not, only now, but also in the future.

We aspire to provide a broad range of educational opportunities in a nurturing environment designed to challenge all students to strive for personal excellence, achieve the New Jersey Student Learning Standards and become responsible citizens in this rapidly changing world.

I. MEETING CALLED TO ORDER/ PLEDGE OF ALLEGIANCE

II. SUNSHINE LAW/ROLL CALL

Sunshine Law:

The Somerdale Board of Education Meeting is called to order. The Board of Education is in compliance with the sunshine regulations. This meeting was appropriately advertised by notifying The Courier Post and The Philadelphia Inquirer, as well as posting notices in Borough Hall and the Somerdale Park School.

James Anderson	Colm Fidgeon	Melissa Moore
Kim Barkoff	Monique Howard	Kevin Smith
Jason Bishop	Susan Lowden	James Walsh

Also Present:

Mark Pease, Superintendent/Principal
Melissa Engelhardt, Business Administrator/Board Secretary
Chris Long, Solicitor

III. PUBLIC COMMENTS on any action items.

NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS ONLY

The Board President will recognize those individuals in the audience whom wish to comment **on any action items on this Agenda.**

Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Identify the resolution/item number on which you wish to comment.
4. Wait to be recognized before you make your comment
5. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

IV. APPROVAL OF MINUTES – None at this time

V. REPORTS

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

VI. NEW BUSINESS

BUSINESS AFFAIRS, Colm Fidgeon, Chairperson, Susan Lowden, Alternate Chairperson, Jason Bishop, Administrative Liaisons: Mark Pease, 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 _____ and seconded by _____ the following was approved:

Recommend that the Board of Education on the recommendation of the business administrator approve the following items 1-19:

1. Financial Reports: **NONE AT THIS TIME**

To approve the Board Secretary and Treasurer’s Reports for the month of _____ 2020 (attachment #1 – N/A).

The Board Secretary’s Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of _____ 2020. 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 _____ 2020. The Treasurer’s Report and Secretary’s report are in agreement for the month of _____ 2020.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

2. To approve the following bill lists (attachment #2):

- a. July 15, 2020 Payroll Check Journal totaling: \$36,676.74
- b. July 30, 2020 Payroll Check Journal totaling: \$45,192.12
- c. August 14, 2020 Payroll Check Journal totaling: \$51,252.82
- d. August 28, 2020 Payroll Check Journal totaling: \$45,301.66
- e. Vendor Bill List #1 and corresponding Check Journal totaling: \$304,130.96
- f. Vendor Bill List #2 and corresponding Check Journal totaling: \$5,304.81
- g. Vendor Bill List #3 and corresponding Check Journal totaling: \$27.00
- h. Vendor Bill List #4 and corresponding Check Journal totaling: \$62.60

3. To approve the Transfers/Adjustments for the month of _____ 2020 (attachment #3 – N/A). – **NONE AT THIS TIME**

4. To approve the Somerdale Board of Education's participation in the Special Education Medicaid Initiative for the 2020-2021 school year.
5. To approve the Shared Services Contract with Haddon Heights for the ESL teacher in the amount of \$55,081 for the 2020-2021 school year.
6. To approve 3 month access of virtual assemblies from Timothy Shoemaker in the amount of \$2,000 during the months of September, October and November 2020 to be paid from the ESEA grant.
7. To approve the Earth Day assembly on April 22, 2022 with The Illusionmaker in the amount of \$1,200 to be paid from the ESEA grant.
8. To approve contract with bSwift for web-based benefits administration and communications management system to be provided by the District's health insurance provider, AmeriHealth, at no charge to the District
9. To rescind Occupational Therapy contract with Marge Walsh due to her resignation of assignment and approve contract with General Healthcare Resources to provide Occupational Therapy Services for the 20/21 school year at a cost of \$76/hour, total services are not to exceed \$52,000 for the year.
10. To approve Greg Cesare, CST Supervisor, and/or Designee to attend all countywide, district wide, and/or regional CST and/or IEP (*out-of-district*) student(s) meetings for the 2020-2021 school year. There are no costs to attend these meetings.
11. To approve Greg Cesare, Social Worker, to attend the Homeless Liaison Coordinator's Meetings for the 2020-2021 school year. There are no costs to attend these meetings.
12. To approve Mark Pease, Superintendent/Principal, to attend all countywide, district-wide, and/or regional Roundtable for the 2020-2021 school year. There are no costs to attend these meetings.
13. To approve Melissa Engelhardt, Business Administrator, to attend all countywide, district-wide, and/or regional BA Roundtable and/or CCASBO meetings for the 2020-2021 school year. There are no costs to attend these meetings.
14. To approve Mark Pease, Superintendent/Principal, and/or Designee to attend all countywide, district-wide, and/or regional Principal and/or Curriculum meetings for the 2020-2021 school year. There are no costs to attend these meetings.
15. To approve Maria Montroni-Currais, Curriculum Supervisor, and/or Designee to attend all countywide, district-wide, and/or regional Curriculum meetings for the 2020-2021 school year. There are no costs to attend these meetings.
16. To approve all board members and/or Melissa Engelhardt, SBA/Board Secretary to attend any Camden County NJSBA or statewide NJSBA meetings and/or training sessions for the 2020-2021 school year.
17. To approve Kennedy Hospital to do Student Drug Screening, on an as needed basis, for the 2020-2021 school year.
18. Move that the Business Administrator be authorized to continue payment of all Grant expenditures through October 8, 2020, or until the next Board of Education meeting. The bill lists for those payments will be submitted and ratified at the next Board of Education meeting.
19. To accept and approve the 2020/2021 Digital Divide Grant Award and Application allocating the entire funding of \$48,042.00 to the following expenditures: 100-600 Instructional Supplies.

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

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

Report by Facilities Committee Chair

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

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

- 1. To approve the Somerdale Park PTA activity calendar for the 2020-2021 school year. (attachment #1)

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

INSTRUCTIONAL, Kevin Smith, Chairperson, James Anderson, Alternate Chairperson, Melissa Moore, Administrative Liaisons: Mark Pease, Robert Ford

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

Report by Curriculum Committee Chair

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

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

- 1. To approve the revised Somerdale Park School Calendar for the 2020-2021 school year which includes the following changes. (attachment #1)
 - a. School will be closed on November 3, 2020 in observance of Election Day as per Governor Murphy’s Executive Order 177.
 - b. Due to this change, the last day of school will be June 17, 2020.
- 2. To approve the Evaluation Rubric Weights for the 2020-2021 school year as follows:

Type of Educator	Evaluation Component Weights
Teachers	<ul style="list-style-type: none"> • Teacher Practice: 85% • SGO: 15%
Principals/APs/VPs	<ul style="list-style-type: none"> • Principal Practice: 80% • Administrator Goals: 10% • SGO Average: 10%

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

B. Personnel – Assists in the interviewing process of district administrators and reviews hiring recommendations of the Superintendent. Also, reviews and approves staff policies and job descriptions

Report by Personnel Committee Chair

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

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

- 1. To approve Victoria Hurrey, Special Education Teacher, as Mentor to Lauren DiLullo, Special Education Teacher, for the 2020-2021 School Year.
- 2. To acknowledge and recognize the tenure status of Justin O’Neill, Middle School Teacher, effective October 4, 2020.

ROLL CALL VOTE: YES_____ NO_____ ABSTAIN_____ ABSENT_____

POLICY/COMMUNITY AFFAIRS, Kimberly Barkoff, Chairperson, Kevin Smith, Alternate Chairperson
Melissa Moore, Administrative Liaison: Robert Ford

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

Report by Policy Committee Chair

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

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

1. To approve the Somerdale School Districts Mentoring Plan for the 2019-2020 school year.
(attachment #1)
2. Policies for First Reading:
 - a. P 0174 – Legal Services
 - b. P 1581 - Domestic Violence
 - c. P 2270 - Religion in Schools
 - d. P 2422 - Health and Physical Education
 - e. P 2431.3 - Heat Participation Policy for Student Athlete Safety
 - f. P 2622 – Student Assessment
 - g. P 3421 - Postnatal Accommodations - Teaching Staff
 - h. P 4421 - Postnatal Accommodations - Support Staff
 - i. P 5111 – Eligibility of Resident -Nonresident Students
 - j. P 5200 – Attendance
 - k. P 5320 – Immunization
 - l. P 5330 - Administration of Medication
 - m. P 5330.04 – Administering an Opioid Antidote
 - n. P 5610 – Suspension
 - o. P 5620 – Expulsion
 - p. P 7243 - Supervision of Construction
 - q. P 8210 - School Year
 - r. P 8220 - School Day
 - s. P 8320 - Personnel Records
 - t. P 8462 - Reporting Potentially Missing or Abused Children
3. Regulations for First Reading:
 - a. R 1581 - Domestic Violence
 - b. R 5111 – Eligibility of Resident - Nonresident Students
 - c. R 5200 – Attendance
 - d. R 5320 – Immunization
 - e. R 5330 - Administration of Medication
 - f. R 5330.04 – Administering an Opioid Antidote
 - g. R 5610 – Suspension Procedures
 - h. R 8320 – Personnel Records
4. Policies for Second Reading:
 - a. P 1648 - Restart and Recovery
 - b. P 1648.02 – Remote Learning Options For Families
 - c. P 1649 - Federal Families First Coronavirus (COVID-19) Response Act

d. P 5511 – Dress and Grooming

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

B. Community Affairs – Participation in community events to educate the public on programs the district offers. Also educates the public on the school board policies and responsibilities.

Report by Community Affairs Committee Chair

BOND AD HOC COMMITTEE, Colm Fidgeon, Chairperson, Susan Lowden, Alternate Chair, Administrative Liaison: Mark Pease, Melissa Engelhardt

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

Report by Bond Committee Chair

VII. DISCUSSION ITEM:

VIII. PUBLIC COMMENTS (on any item)

Audience Recognition and Public Comment

The public is reminded that all public complaints against a district employee must be made through a specific grievance process.

A description of this process may be found in BOE policy (File Code 9130). This policy is available upon request in the office of the Board Secretary.

Any individual naming an employee in a complaint before the Board of Education, without the employee’s permission, could be cited for violating that employee’s civil and contractual rights.

Please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address.
3. Wait to be recognized before you make your comment
4. Limit your comments to (3) minutes per person.

IX. EXECUTIVE SESSION (if necessary)

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

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Somerdale Park School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session,” i.e. without the public being permitted to attend; and

WHEREAS, the Somerdale Park Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Somerdale Park Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

_____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public

_____ Any matter in which the release of information would impair a right to receive funds from the federal government;

_____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any

records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;

_____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

_____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

_____ Any investigations of violations or possible violations of the law;

_____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

_____ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public;

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the Somerdale Park Public School District, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at _____ pm and the Somerdale Park Public School District, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Somerdale Park Public School District, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Somerdale Park Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Somerdale Park Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Somerdale Park Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

X. RETURN TO PUBLIC SESSION

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

XI. ADJOURNMENT

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