

SOMERDALE PUBLIC SCHOOL DISTRICT  
BOARD OF EDUCATION

301 Grace Street  
Somerdale, NJ 08083

**Regular Meeting of the Board of Education**

**October 8, 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 in The Courier Post, as well as posting notices in Borough Hall, at Somerdale Park School, and on the District website in accordance with all NJ laws.

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**

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

Recommend that the Board of Education approve the regular session minutes of the August 13, 2020 and September 10, 2020 BOE Meeting.

ALL IN FAVOR: YES \_\_\_\_\_ NO \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

**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 1-17:

1. Financial Reports:

To approve the Board Secretary and Treasurer's Reports for July and August 2020 (attachment #1).

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of July and August 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 July and August 2020. The Treasurer's and Secretary's reports agree for the month of July and August 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. September 15, 2020 Payroll check journal totaling: \$226,245.04
- b. September 30, 2020 Payroll check journal totaling: \$221,401.50
- c. Vendor Bill List #1 and Corresponding Check Journal totaling: \$27.00
- d. Vendor Bill List #2 and Corresponding Check Journal totaling: \$6,090.92
- e. Vendor Bill List #3 and Corresponding Check Journal totaling: \$535,608.58
- f. Vendor Bill List #4 and Corresponding Check Journal totaling: \$8,492.44
- g. Vendor Bill List #5 and Corresponding Check Journal totaling: \$260,028.25
- h. July to September 2020 Student Activities Bill List totaling: \$638.00
- i. July to September 2020 Joint Purchasing Bill List totaling: \$298,297.35

3. To approve the Transfers/Adjustments for the month of July and August 2020 (attachment #3).

4. To approve administrators, supervisors and the board to attend the NJSBA virtual workshop on October 20 to October 22, 2020 at a group cost of \$900.00 to the district. Per District Policies 3240 & 4240, all employees of the BOE must submit certificates of completion or detailed written reports within 10 days of the event in order to verify participation in the workshop.
5. To approve voided check 1586 from Cafeteria to Cheyenne Clements in the amount of \$3.80 dated 6-30-2020. Check was returned to us and no forwarding address was given.
6. To approve voided check 1586 from Cafeteria to Redmond Hines in the amount of \$6.00 dated 6-30-2020. Check was returned to us and no forwarding address was given.
7. To approve voided check 3295 from Student Activities to Francesca Saverase in the amount of 55.00 dated 6-26-2020. Check was returned to us and no forwarding address was given.
8. To approve Lisa Padua, Pat Glatz, Lauren Loser, Victoria Hurrey, Jenn Miller and Lauren DiLullo to attend the Distance Learning: Strengthening Online Instruction for Students with Special Needs webinar on October 30, 2020 at a cost of \$259.00 per person. To be paid from the Title II grant. Per District Policies 3240 & 4240, all employees of the BOE must submit certificates of completion or detailed written reports within 10 days of the event in order to verify participation in the webinar.
9. To approve Val Priolo, Deanna McGinnis and Lauren McCaffrey to attend the Distance Learning in Kindergarten: Successful, Practical Strategies webinar on November 13, 2020 at a cost of \$259.00 per person. To be paid from the Title II grant. Per District Policies 3240 & 4240, all employees of the BOE must submit certificates of completion or detailed written reports within 10 days of the event in order to verify participation in the webinar.
10. To approve Andrea Lomas, Jen Moffa, Erica Botto, Jenna VanDerzee, Danielle Cross, Michelle Pringle, Mary Rose Reeder, Brianne Siderio, Lauren Baldyga, Mike Phillips, Cindi Reid, Dave Santilli and Nikki Marroletti to attend the Helping Your Struggling Readers Become More Successful Readers: Targeted Interventions that Work! Webinar on October 23, 2020 at a cost of \$259.00 per person. To be paid from the Title II grant. Per District Policies 3240 & 4240, all employees of the BOE must submit certificates of completion or detailed written reports within 10 days of the event in order to verify participation in the webinar.
11. To approve contract with Collingswood for student #2536033953 in 2nd grade from September 8, 2020 to June 30, 2021, tuition paid in the amount of \$24,242.20 and 1-1 aid in the amount of \$22,426.65.
12. To approve contract with Pine Hill for homeless student in 6th grade from September 8, 2020 to June 30, 2021, tuition paid in the amount of \$21,500.00.
13. To approve the following resolution:

Comprehensive Maintenance Plan and Schedule M-1

**Whereas**, the N. J. Department of Education requires New Jersey school districts to submit three-year comprehensive maintenance plans documenting “required” maintenance activities for each of its public-school facilities, and

**Whereas**, the required maintenance activities as listed in the Comprehensive Maintenance Plan document for the various school facilities of the Somerdale School District are complete and in compliance with the requirements of N.J.A.C. 6A:26A-3, and

**Whereas**, the comprehensive maintenance plan includes activities and expenditures, for each school facility, that qualify as required maintenance pursuant to N.J.A.C. 6A:26A-2 and are reasonable to keep school facilities open and safe for use or in their original; condition and to keep their system warranties valid,

**Now Therefore Be It Resolved**, that the Somerdale School District hereby authorizes the School Business Administrator to submit the 2020-21 Comprehensive Maintenance Plan for the Somerdale School District in compliance with N. J. Department of Education requirements.

14. To approve the contract with Brookfield Schools for Student # 6587321983 for bedside home instruction at a rate of \$40.00 per hour.

15. To approve the following resolution:

**RESOLUTION AUTHORIZING AWARD OF CONTRACTS (BID A-48/2020), BY AND BETWEEN THE COUNTY OF CAMDEN (DEPARTMENT OF BUILDINGS AND OPERATIONS) AND VARIOUS VENDORS, FOR THE PROVISION COPY PAPER, COMPUTER PAPER AND ENVELOPES FOR VARIOUS CAMDEN COUNTY DEPARTMENTS AND COOPERATIVE MEMBERS UNDER THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM, ID #57-CCCPS, ON AN "AS NEEDED" BASIS**

WHEREAS, the County of Camden, as the Lead Agency for the Camden County Cooperative Pricing System, System Identifier #57-CCCPS (Cooperative), received and opened bids at its Division of Purchasing on September 11, 2020 at 11:30AM., Prevailing Time, for BidA-48/2020, Copy Paper, Computer Paper and Envelopes for various Camden County Departments and Cooperative Members, under The Camden County Cooperative Pricing System, System Identifier# 57-CCCPS, on an "as-needed" basis, the receipt of which bids were duly advertised in accordance with law; and

WHEREAS, it is the desire of the Board of Chosen Freeholders to award contracts to the lowest responsible bidders listed on the schedule attached hereto for the items listed therein for the needs of the County of Camden and other Cooperative Purchasing Members for a term of six months commencing on or about October 1, 2020 through March 31, 2021, with one six-month option, said option to be exercised at the sole discretion of the County; and

WHEREAS, the various vendors have extended pricing to both Camden County and to the members of the Camden County Cooperative Pricing System as set forth herein; and

WHEREAS funding for this purpose is contingent upon the availability and appropriation of sufficient funds for this purpose and shall not exceed the maximum budgeted line items for copy and computer paper and envelopes in the County's 2020 permanent budget and 2021 temporary and/or permanent budgets and shall be encumbered prior to incurring the obligation in accordance with N.J.A.C. 5:30-5.5(b)(2); now, therefore,

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Camden that, contingent upon the funding as described herein, the vendors and items listed on the award sheet schedule attached hereto be and the same are hereby approved and awarded for BidA-48/2020, Copy Paper, Computer Paper and Envelopes for various Camden County Departments and Cooperative Members, under The Camden County, Cooperative Pricing System, System Identifier #57- CCCPS, on-an "as-needed" basis, for the term-commencing on or about October 1, 2020 through March 31, 2021; and

BE IT FURTHER RESOLVED; that the proper County Official of the County of Camden are hereby authorized and instructed to sign and execute all necessary contracts, purchase orders, or other legal instruments in connection therewith and to sign checks or vouchers for the payment thereof, when such materials and services have been delivered and accepted by the County of Camden; and

BE IT FURTHER RESOLVED that the Members of the- Cooperative Pricing System, System Identifier No. 57-CCCPS are hereby authorized to enter into a contract directly with the vendors listed in the schedule attached hereto pursuant to the terms and conditions of-Bid A-48/2020, after award by its governing body in Accordance with applicable law; and

BEIT FURTHER RESOLVED that the six-month option of Bid A-48/2020 shall be exercised at the sole discretion of the County.

16. To approve the following resolution:

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

**WHEREAS**, the Somerdale Board of Education (“SBOE”) and the Somerdale Education Association (“SEA”) are parties to an existing Collective Bargaining Agreement which commenced on July 1, 2019 through June 30, 2022 (“Agreement”); and

**WHEREAS**, following the execution and commencement of the Agreement, the SEA desired to amend the Agreement to include additional positions of the Vice Principal/Principal’s Secretary and the CST Secretary into the bargaining unit; and

**WHEREAS**, the Parties negotiated the terms and conditions of the positions of the Vice Principal/Principal’s Secretary and the CST Secretary in the form of an Addendum to the Agreement which is attached to and made a part hereof, the terms of which shall be incorporated into the successor Collective Bargaining Agreement between the Parties.

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

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

17. To approve a one time salary increase of \$3,000 each to Mindy Kegel, Accounting Clerk and Nancy Strassle, Superintendent Secretary effective July 1, 2020.

ROLL CALL VOTE: YES\_\_\_\_\_ NO\_\_\_\_\_ ABSTAIN\_\_\_\_\_ ABSENT\_\_\_\_\_

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

Report by Facilities Committee Chair

**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

**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 - 3:

1. To post approve Kaela Thomas, Wilmington University Student, to complete her student teaching with Lauren Baldyga, 4<sup>th</sup> Grade Teacher, from September 2020 through January 2021.

2. To approve Caroline Thron, BCBA, from Behavior Interventions to visit with a 6<sup>th</sup> Grade Student (#1216849761) at no cost to the district.
3. To approve Ava Dickinson, Rowan University Student, to complete her Pedagogies and Inclusive coursework with Valerie Priolo and Andrea Lomas to serve as mentors during the 2020-2021 school year.

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 Health Office Standing Orders as required by NJ Statute for the 2020-2021 school year. (attachment #1)
2. As per N.J.S.A. 26:1A-9.1 and New Jersey Statute 18A:61D-3, to enact a religious exemption to waive immunization requirements to allow a Kindergarten student (#8142262828) to attend school for the 2019-2020 school year.
3. Policies for Second 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
4. Regulations for Second 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

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. REPORTS:**

*Mr. Pease will speak about the 2019-2020 HIB Self-Assessment Report.*

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

The following items 1 - 2 are recommended:

1. To approve the 2019-2020 HIB School Self-Assessment for determining grades. (attachment #1)
2. To acknowledge receipt of the annual budget calendar via Business Administrator’s email on 10/5/2020.

ALL IN FAVOR: YES \_\_\_\_\_ NO \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

**VIII. OTHER REPORTS:**

a.) Student Attendance

**Enrollment September 2020**

Preschool	20
Kindergarten	53
1st Grade	42
2nd Grade	46
3rd Grade	30
4th Grade	42
5th Grade	49
6th Grade	62
7th Grade	58
8th Grade	54
Out of District	2
Charter Students	0
Home Instruction	0
Homeless -Tuition	0
<b>Total September 2020</b>	<b>458</b>

b.) Security/Fire Drill Reports

**FIRE DRILL**

**DATE: 9/23/20**

Alarm Sounded: 3:15 pm  
 Building Cleared: 3:17 pm  
 Returned to Building: 3:20 pm  
 Alarm Station Used: Main Hall by A Hall  
 All Staff in attendance participated in drill

Number evacuated: Students present –0  
Staff Present: 16  
Special conditions simulated: none at this time  
Problems encountered: None  
Weather: 80 degrees

**PUBLIC ADDRESS SYSTEM TEST**

**DATE:** 9/23/20 Drill Conducted At: 2:30 pm  
All Staff in attendance participated in drill (16 staff members)  
Problems encountered: None

**IX. 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.

**X. EXECUTIVE SESSION**

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 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;

**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      and seconded by      the board returned to public session at      pm

**XII. ADJOURNMENT**

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