

SOMERDALE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

301 Grace Street
Somerdale, NJ 08083

Re-Organization and Regular Meeting of the Board of Education

**January 7, 2021
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
	Susan Lowden	

Also Present:

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

III. ELECTIONS RESULTS FROM: November 3, 2020

Candidates:

<u>For a Three Year Term:</u>	<u>Number of Votes</u>
Kimberly Barkoff	1966
Marc Ritz	37
Taylor Klenk	3

IV. ADMINISTER THE OATH OF OFFICE TO KIMBERLY BARKOFF, MARC RITZ AND TAYLOR KLENK

V. ROLL CALL

James Anderson	Monique Howard	Melissa Moore
Kim Barkoff	Taylor Klenk	Marc Ritz
Colm Fidgeon	Susan Lowden	Kevin Smith

VI. NOMINATION AND ELECTION OF BOARD OFFICERS

- a. On a motion by _____, seconded by _____, _____ is nominated for President of the Board of Education.

On a motion by _____, seconded by _____, _____ is nominated for President of the Board of Education.

On a motion by _____, seconded by _____, _____ is nominated for President of the Board of Education.
- b. On a motion by _____, seconded by _____, a request was made to close nominations for President.
- c. On a motion by _____, seconded by _____, approval is made of _____ for the Office of Board President.

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

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

- d. On a motion by _____, seconded by _____, _____ is nominated for Vice-President of the Board of Education.

On a motion by _____, seconded by _____, _____ is nominated for Vice-President of the Board of Education.

On a motion by _____, seconded by _____, _____ is nominated for Vice-President of the Board of Education.
- e. On a motion by _____, seconded by _____, a request was made to close nominations for Vice-President.
- f. On a motion by _____ seconded by _____, approval is made of _____ for the Office of Vice-President.

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

- g. Appointing _____ as representative to Camden County Education Services Commission.
- h. Appointing _____ as Alternate Representative to the Camden County Educational Services Commission.
- i. Appointing _____ as Delegate to New Jersey School Boards Association.
- j. Appointing _____ as Alternate Delegate of New Jersey School Boards Association.
- k. Appointing _____ as Legislative Chairperson of New Jersey School Boards Association.
- l. Appointing _____ as representative to Camden County School Boards Association.

VII. *A Presentation by Mr. Mark Pease, Superintendent to recognize Mrs. Kimberly Noonan as the Somerdale School District's Teacher of the Year.*

VIII. 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.

IX. APPROVAL OF MINUTES

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

Recommend that the Board of Education approve the regular and executive session minutes of the December 10, 2020 BOE Meeting.

ALL IN FAVOR: YES _____ NO _____ ABSTAIN _____ ABSENT _____

X. REPORTS

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

XI. 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 1-16:

1. Financial Reports:

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

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 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 November 2020. The Treasurer's Report and Secretary's report are in agreement for the month of November 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. December 15, 2020 Payroll check journal totaling: \$355,779.43
 - b. December 30, 2020 Payroll check journal totaling: \$220,104.52
 - c. Vendor Bill List #1 and corresponding Check Journal totaling: \$33,408.00
 - d. Vendor Bill List #2 and corresponding Check Journal totaling: \$12.00
 - e. Vendor Bill List #3 and corresponding Check Journal totaling: \$110,380.27
 - f. Vendor Bill List #4 and corresponding Check Journal totaling: \$13,805.50
3. To approve the Transfers/Adjustments for the month of November 2020 (attachment #3).
4. To approve virtual professional development on Standards-Based grading on February 26, 2021 and May 14, 2021 for grades K-5 with David Schmittou in the amount of \$1,575.00.
5. To approve Justin O'Neill and Dominic Travarelli to view the Enhancing Your Social Studies Instruction: Practical Strategies (Grades 6-12) webinar within 90 days from when they are registered at a cost of \$279.00 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.
6. To approve Lisa Rollick, Jessica Palo and Kim Noonan to view the Building the Skill and Confidence Levels of Your Struggling Math Students (Grades 6-12) webinar within 90 days from when they are registered 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.
7. To approve Gina Horiates and Steve Terry to view the Distance Learning: Strengthening Your Online General Music Program (Grades K-8) webinar within 90 days from when they are registered at a cost of \$279.00 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.
8. To approve Kelly Cesarski and Tiffany Wells to view the Increase Motivation and Learning in your World Language Classroom: Strategies, Strategies, Strategies (Grades 6-12) webinar within 90 days from when they are registered at a cost of \$279.00 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 Amy Flynn and Kristine Reichelderfer to view the Innovative Games, Movement Experiences and Resources for Enhancing Your PE Program (Grades K-8) webinar within 90 days from when they are registered at a cost of \$279.00 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 Sharon Gorman, Susan Ratajski and Natalie Cordivari to view the 50 Best Strategies for Teaching English/Language Arts (Grades 6-12) webinar within 90 days from when they are registered 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 Gena Price and Melissa Durand to view the Helping Students Who Start School Behind: Proven Strategies to Close the Readiness Gap and Accelerate Academic Success (Preschool-Kindergarten) webinar within 90 days from when they are registered at a cost of \$279.00 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.
12. To approve that the Business Administrator be authorized to enter into contracts and continue payment of all bills through February 13, 2020, 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.

13. To approve the virtual Lead the Way program to be held virtually on March 12, March 26, April 16, April 30, May 7 and May 21, 2021 for 6th grade students in the amount of \$1,850.00. To be paid from Title IV grant.
14. To approve the Meeting Alice virtual assembly on June 4, 2021 for 4th and 5th grade students in the amount of \$750.00. To be paid from Title IV grant.
15. To approve Amanda Schwartz to attend the Grief Counseling for Children and Adolescents webinar on January 27 and January 28, 2021 in the amount of \$439.99. 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.
16. To approve the following resolution:

**RESOLUTION OF THE SOMERDALE BOARD OF EDUCATION
AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT AND RELEASE BETWEEN THE
SOMERDALE EDUCATION ASSOCIATION AND KIMBLERY PLOTTS AND THE SOMERDALE BOARD OF
EDUCATION FOR OFFICE OF ADMINISTRATIVE LAW OAL DOCKET NO. EDU 16900-2019 AGENCY
DOCKET NO. 286-10/19 AND PUBLIC EMPLOYMENT RELATIONS COMMISSION OF THE STATE OF NEW
JERSEY DOCKET NO. CO-2020-188**

WHEREAS, Petitioner Dr. Kimberly Plotts (“Petitioner Plotts”) and Petitioner and Charging Party Somerdale Education Association (Collectively: “Petitioners”), filed administrative actions in both the Office of Administrative Law (OAL DOCKET NO. EDU 16900-2019; AGENCY DOCKET NO. 286-10/19) and the Public Employment Relations Commission (DOCKET NO. CO-2020-188), alleging various claims relating to the privatization of Petitioner Plotts’s prior position, among other things by the Somerdale Board of Education; and

WHEREAS, both Parties disagree with the others’ position, deny any wrongdoing, and agree that this Agreement in no way admits liability or wrongdoing by either party, or Respondent’s Board Members, administrators or employees; and

WHEREAS, the Parties in good faith have negotiated concerning the aforementioned matters and have a desire to settle this matter in an amicable way, and have agreed upon a Settlement Agreement and Release in a form attached to and made apart hereof; and

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 above referenced Settlement Agreement and Release between the Somerdale Education Association and Kimberly Plotts and the Somerdale Board of Education in the form attached hereto and made a part hereof, contingent upon approval from the SBOE’s insurance carrier’s approval of language contained within Paragraph 4 of the Settlement Agreement and Release stating “Respondent will issue to Petitioner Plotts an IRS Form 1099 MISC with Box 3 checked.”

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 item 1-2:

1. To approve the submission of Mark Pease’s, Superintendent’s contract Addendum to the Camden County, Executive County Superintendent in the amount of \$137,649.00 for the 2020-2021 fiscal year.
2. To approve Mr. David Rouse as Business Administrator/Board Secretary with a start date on or about January 11, 2021 at a salary of \$92,000.00 prorated for the 2020-2021 school year pending contract approval from Camden County Superintendent of Schools.

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 item 1:

1. For Second Reading:
 - a. P 1620 – Administrative Employment Contracts
 - b. P 1648 – Restart and Recovery Plan
 - c. P 1648.03 – Restart and Recovery Plan – Full-time Remote Instruction
 - d. P 2431 – Athletic Competition
 - e. P 2462 – Gifted and Talented Students
 - f. P 5330.05 – Seizure Action Plan
 - g. P 6440 – Cooperative Purchasing
 - h. P 6470.01 – Electronic Funds Transfer and Claimant Certification
 - i. P 7440 – School District Security
 - j. P 7450 – Property Inventory
 - k. P 7510 – Use of School Facilities
 - l. P 8420 – Emergency and Crisis Situations
 - m. P 8561 – Procurement Procedures for School Nutrition Programs
 - n. R 2431 – Emergency Procedures for Sports and Other Athletic Activity
 - o. R 5530.05 – Seizure Action Plan
 - p. R 6470.01 – Electronic Funds Transfer and Claimant Certification
 - q. R 7440 – School District Security
 - r. R 7510 – Use of School Facilities

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

XII. REPORTS:

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

The following item will be recommended for approval:

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

ALL IN FAVOR: YES _____ NO _____ ABSTAIN _____ ABSENT _____

XIII. OTHER REPORTS:

a.) Student Attendance

Enrollment December 2020	
Preschool	19
Kindergarten	53
1st Grade	41
2nd Grade	46
3rd Grade	31
4th Grade	42
5th Grade	50
6th Grade	61
7th Grade	59
8th Grade	55
Out of District	5
Charter Students	0
Home Instruction	0
Homeless -Tuition	0
Total December 2020	462

b.) Health Reports - December 2020

XIV. 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.

XV. 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.

XVI. RETURN TO PUBLIC SESSION

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

XVII. ADJOURNMENT

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