

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, December 13, 2011
District Conference Room

Mission Statement

Our mission as a school community is to provide quality education through an environment which promotes individual excellence and that all pupils achieve the Common Core State Standards and the New Jersey Core Curriculum Content Standards at all grade levels.

I. CALL MEETING TO ORDER

II. FLAG SALUTE

III. ROLL CALL OF MEMBERS

IV. PUBLIC NOTICE

Adequate Notice of this meeting in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," has been provided by action of the Board of Education at the Reorganization Meeting of May 10, 2011. Notice has been provided to the three newspapers circulated in the school district and a posted notice to this effect on the Board of Education building bulletin board, Administrative Headquarters, 51 West Cliff Street, Somerville, New Jersey.

V. PUBLIC COMMENT

At this time, comment is invited on any matter related to agenda items.

When permitted, public participation shall be governed by the following rules under Bylaw 0167:

- 1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and any other group affiliation, if appropriate;*
- 2. Each statement made by a participant shall be limited to three minutes duration*
- 3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;*
- 4. All statements shall be directed to the presiding officer; no participant may address or question board members individually.*
- 5. The presiding officer may:*
 - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;*
 - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;*
 - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the*

Grades 1-5 Salaries of Teachers	\$170,427.00
Employee Benefits	34,086.00
	\$204,513.00

(Attachment NB-3)

7* NJSBAIG Bylaw Amendment Resolution

WHEREAS, The New Jersey School Boards Association Insurance Group (NJSBAIG) Board of Trustees approved proposed amendments to its Bylaws at a public meeting on October 19, 2011 in accordance with Article IX(C) of the current NJSBAIG Bylaws; and

WHEREAS, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and

WHEREAS, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments:

NOW THEREFORE, BE IT RESOLVED that at a regular meeting of the Board of Education does hereby approve the attached amendments to the NJSBAIG Bylaws. (Attachment NB-4)

8* Bid Award Window Replacement at the Administrative Headquarters Building

WHEREAS, on November 15, 2011, the Somerville Board of Education (“Board”) held a public bid opening for the Windows Replacement at District Administration Building project (“Project”); and

WHEREAS, the Board received five (5) bids at the public bid opening; and

WHEREAS, the lowest bid was submitted by Panoramic Window & Door Systems, Inc. (“Panoramic”), Lavallette, New Jersey, with a bid, inclusive of a Seven Thousand Five Hundred Dollar (\$7,500.00) General Repair Allowance, of One Hundred Thirty Four Thousand Dollars (\$134,000.00); and

WHEREAS, the Board, upon consultation with its Design Professional has determined Panoramic to be the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, that the Board hereby awards a contract for the Windows Replacement at District Administration Building project to Panoramic in the amount of One Hundred Thirty Four Thousand Dollars (\$134,000), which includes a General Repair Allowance of Seven Thousand Five Hundred Dollars (\$7,500.00); and

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to return the bid securities to all but the three (3) lowest bidders; and

BE IT FURTHER RESOLVED, that the Board authorizes its construction counsel to prepare the contract for the Project, to submit same to Panoramic, and to obtain all documents required

* Branchburg Vote Eligible

thereby; and

BE IT FURTHER RESOLVED, that upon the receipt of the executed contract, Project bonds, insurance certificate and any other required documents from Panoramic, the Business Administrator is authorized to return the bid securities to the remaining bidders. (Attachment NB -5)

9* Bid Award for HVAC Replacement at Somerville High School

WHEREAS, on December 6, 2011, the Somerville Board of Education (“Board”) held a public bid opening for the HVAC Replacement at the Somerville High School Auditorium project (“Project”); and

WHEREAS, the Board received fourteen (14) bids at the public bid opening; and

WHEREAS, the lowest bid was submitted by Envirocon, LLC, Hackettstown, New Jersey, with a base bid, inclusive of a Ten Thousand Dollar (\$10,000.00) General Repair Allowance, of Two Hundred Eighty Seven Thousand Nine Hundred Twenty Dollars (\$287,920.00), a bid of Fifteen Thousand Dollars (\$15,000.00) on Alternate Bid #1 (Duct Insulation at Existing Ductwork), and a bid of Six Thousand Dollars (\$6,000.00) on Alternate Bid #2 (Duct Cleaning at Existing Ductwork); and

WHEREAS, the Board, upon consultation with its Design Professional has determined Envirocon to be the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, that the Board hereby awards a contract for the HVAC Replacement at the Somerville High School Auditorium project to Envirocon, LLC in the amount of Three Hundred Eight Thousand Nine Hundred Twenty Dollars (\$308,920.00), which consists of a base bid, inclusive of a Ten Thousand Dollar (\$10,000.00) General Repair Allowance, of Two Hundred Eighty Seven Thousand Nine Hundred Twenty Dollars (\$287,920.00), a bid of Fifteen Thousand Dollars (\$15,000.00) on Alternate Bid #1, and a bid of Six Thousand Dollars (\$6,000.00) on Alternate Bid #2; and

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to return the bid securities to all but the three (3) lowest bidders; and

BE IT FURTHER RESOLVED, that the Board authorizes its construction counsel to prepare the contract for the Project, to submit same to Envirocon, and to obtain all documents required thereby; and

BE IT FURTHER RESOLVED, that upon the receipt of the executed contract, Project bonds, insurance certificate and any other required documents from Envirocon, the Business Administrator is authorized to return the bid securities to the remaining bidders. (Attachment NB -6)

10* Acellus Program for Somerville High School

* Branchburg Vote Eligible

RESOLVED that the Board of Education approve Acellus as an instructional support program for resource room and supplemental instruction at Somerville High School.

11* NJQSAC Statement of Assurance

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the attached **NJQSAC** (New Jersey Quality Single Accountability Continuum) checklist and approves the submission of the attached NJQSAC Statement of Assurance to the County Executive Superintendent. (Attachment NB-7)

12* IDEA Part B Grant Application

RESOLVED that the Board of Education approve the application for the funds under the Individuals with Disabilities Education Act. Part B, (IDEA Part B) for the fiscal year 2012:

IDEA Basic	\$534,280.00
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13* Field Trips

RESOLVED that the Board of Education approve the enclosed request for field trips. (Attachment NB-8)

14* Travel Expenditure Resolution

WHEREAS, the Board of Education has determined that the school district travel expenditures for the attached programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the Federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes and in compliance with the district policy on travel; therefore be it

RESOLVED, that the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the attached training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount. (Attachment NB-9)

X. REPORT OF BOARD ITEMS

- A. Finance Committee:
Dennis Garot, Chairperson
James Adamec, Member
Kenneth Cornell, Member

It is recommended that Items **1** and **2** be moved upon the recommendation of the Superintendent of Schools.

1. Bills Lists

RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-1)

Van Derveer and Middle Schools	
Bills List Dated November 30, 2011	
10 General Fund	\$ 117,744.20

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20 Special Revenue Fund		5,356.97
	TOTAL	\$123,101.17

2. Payroll

RESOLVED that the Board of Education approve the payroll payments for the following dates:

DATE	PAYROLL
November 30, 2011	\$446,617.74 (MS & VDV)

It is recommended that Items 3* and 4* be moved upon the recommendation of the Superintendent of Schools.

3* Bills Lists

RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-2)

District Wide and High School	
Bill List Dated November 30, 2011	
10 General Fund	\$584,922.53
20 Special Revenue Fund	60,600.26
	TOTAL \$798,183.86

4* Payroll

RESOLVED that the Board of Education approve the payroll payments for the following dates:

DATE	PAYROLL
November 30, 2011	\$554,064.40 (ADMIN & HS)
November 30, 2011	\$ 13,114.80 (FICA)

B. Buildings and Grounds Committee:
Kenneth Cornell, Chairperson
Peter Lawton, Member

Facilities Report – December 2011 (Attachment C-1)

C. Athletics and Student Activities Committee:
John Prudente, Chairperson

D. Curriculum Committee:
Linda Olson, Chairperson
James Adamec, Member

Curriculum Committee Meeting – December 8, 2011 (Attachment C-2)

E. Policy Committee:
Al Kerestes, Chairperson

F. Technology Committee:
Norman Chin, Chairperson

* Branchburg Vote Eligible

James Adamec, Member
Kenneth Cornell, Member

- G. Special Education Parent Advisory Committee:
Michelle Edgar, Liaison
- H. Borough Council/B.O.E. Liaison:
John Prudente, Liaison
- I. Somerset County Educational Services Commission:
James Adamec, Delegate
- J. New Jersey School Boards Association:
Linda Olson, Delegate
- K. Somerset County Association of Boards of Education:
John Prudente, Delegate

XI. PERSONNEL

K-8

RESOLVED that the Board of Education approve and/or accept the Superintendent of School's recommendations as follows: (appointments and salaries contingent upon verified documentation)

1. To approve a paid maternity disability leave of absence for Jennifer Burke, teacher of special education at Van Derveer School, effective March 2, 2012 to May 1, 2012 and an unpaid child care leave of absence in accordance with the New Jersey Family Leave Act from May 2, 2012 to June 30, 2012.
2. To approve the appointment of the enclosed staff members to the position of coaches at the Somerville Middle School for the 2011-2012 school year. (Attachment P-1)
3. To approve the enclosed staff members to the position of Athletic Events Crowd Control and Clock Operator monitors at the Somerville Middle School for the 2011-2012 school year at the rate of \$53.00 per event for clock operator and \$69.00 per event for crowd control. (Attachment P-2)
4. To accept the retirement/resignation of Hattie Burton-Mason, teacher of sixth grade Language Arts at Somerville Middle School, effective May 15, 2012.
5. To approve the appointment of Carol Floyd to the position of instructional assistant at Van Derveer School effective December 14, 2011 to June 30, 2012 at a salary of \$35,960.00. (Step 8) (Prorated).
6. To approve Dr. Amtzis, Director of the Masters of Education Program in Educational Leadership at the College of New Jersey, to visit Charlene Tackvic's technology classroom at Van Derveer School, to learn more about technology in the classroom.
7. To approve the appointment of Karen Brokaw to the position of substitute AM/PM monitor at Van

* Branchburg Vote Eligible

Derveer School at the rate of \$34.00 per hour.

8. To approve the appointment of the following staff members to the position of substitute CATS monitor at Van Derveer School at the rate of \$35.00 per hour:
Suzanne Monahan
Kerry Kuboski
9. To approve the appointment of Meghan Koddenburg to the leave replacement position of teacher of fifth grade (Herbel) at Van Derveer School effective January 3, 2012 to February 28, 2012 at a salary of \$52,020.00. (Step 1 BA) (Prorated)

9-12 and Districtwide

RESOLVED that the Board of Education approve and/or accept the Superintendent of School's recommendations as follows: (appointments and salaries contingent upon verified documentation)

- 10* To approve a paid medical leave of absence for Maylin Harter, teacher of English at Somerville High School effective December 8, 2011 to January 2, 2012.
- 11* To approve the appointment of Meghan Koddenburg to the leave replacement position of teacher of English (Harter) at Somerville High School effective December 14, 2011 to December 23, 2011 at a salary of \$52,020.00. (Step 1 BA) (Prorated)
- 12* To approve the appointment of Paulina Lopez to the leave replacement position of teacher of Spanish (Tarvin) at Somerville High School effective December 14, 2011 to January 23, 2012 at a salary of \$52,020.00. (Step 1 BA) (Prorated)
- 13* To approve the following paraprofessional aides at Somerville High School for the 2011-2012 school year:
Cynthia Wong Marching Band and Color Guard
Chi Keung Robotics
- 14* To approve a change in the dates of a paid medical leave of absence for John Venezia, teacher of social studies at Somerville High School from December 6, 2011 through February 7, 2012 to December 12, 2011 through February 10, 2012.
- 15* To approve the appointment of Robert Venezia to the leave replacement position of teacher of social studies (Venezia) at Somerville High School effective December 14, 2011 through February 7, 2012 at a salary of \$54,370.00. (Step 2 BA+30) (Prorated)
- 16* To approve the enclosed list of substitute teachers at \$90.00 per diem for the 2011-2012 school year. (Attachment P-1)
- 17* To approve the appointment of Karen Gorzynski to the position of Assistant Drama Director at Somerville High School for the 2011-2012 school year at a stipend of \$3,395.00.
- 18* To approve the appointment of Michael Skomba to the position of Yearbook Literary Advisor at Somerville High School for the 2011-2012 school year at a stipend of \$2,708.00.

* Branchburg Vote Eligible

XII. HEARING OF THE PUBLIC REGARDING AGENDA ITEMS AND NON-AGENDA ITEMS

At this time, comment is invited on any matter related to the school district.

When permitted, public participation shall be governed by the following rules under Bylaw 0167:

- 1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and any other group affiliation, if appropriate;*
- 2. Each statement made by a participant shall be limited to three minutes duration*
- 3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;*
- 4. All statements shall be directed to the presiding officer; no participant may address or question board members individually.*
- 5. The presiding officer may:*
 - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;*
 - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;*
 - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;*
 - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and*
 - e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.*

XIII. EXECUTIVE SESSION

RESOLVED that the Board of Education move to recess into executive session to discuss a student matter, a personnel matter and a legal issue. The minutes of the executive session, to the extent permitted by law, will be made available to the public once the issues are resolved, subject to confidentiality requirements.

RESOLVED that the Board of Education move to return to public session.

XIV. ADJOURNMENT