

**REGULAR MEETING
TUESDAY, JANUARY 16, 2018
ADMINISTRATIVE HEADQUARTERS**

Mission Statement

Somerville Public Schools provide the highest quality education through an environment that promotes individual excellence to all students.

TIME AND PLACE

The Board of Education of the Borough of Somerville in the County of Somerset, New Jersey convened a Regular Meeting on Tuesday, January 16, 2018 at the Administrative Headquarters, 51 West Cliff Street, Somerville.

The meeting was called to at 7:00 p.m. by Mrs. Olson, President.

ROLL CALL

MEMBERS PRESENT: Mrs. Kristen Fabriczi, Mr. Derek Jess, Ms. Candace Matthews, Mrs. Linda Olson, Mr. John Prudente, Mr. Daniel Puntillo, Mr. Lucien Sergile, Mrs. Erin Sweitzer and Mrs. Denise Van Horn

MEMBERS ABSENT: Mr. Kenneth Cornell

ALSO PRESENT: Dr. Timothy Teehan, Superintendent of Schools, Mr. Bryan P. Boyce, Board Secretary/School Business Administrator

Mrs. Olson announced that 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's President on November 21, 2017, notices to the two 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.

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

**ADMINISTRATION
OF OATH TO NEW
MEMBER**

Board Secretary, Mr. Bryan P. Boyce, administered the oath of office to Branchburg Representative Kristen Fabriczi.

PUBLIC COMMENT

There was no public comment.

**APPROVAL OF
MINUTES**

RESOLVED that the Board of Education approve the Minutes of the Board of Education Meetings as follows:

The motion was made by Mr. Prudente and seconded by Mr. Prudente to approve the Minutes of December 12, 2017 Regular Meeting.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	ABSTAIN	Van Horn	ABSTAIN
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	ABSTAIN

The motion was made by Mr. Prudente and seconded by Mr. Prudente to approve the Minutes of December 12, 2017 Executive Session.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	ABSTAIN	Van Horn	ABSTAIN
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	ABSTAIN

The motion was made by Mr. Prudente and seconded by Mr. Prudente to approve the Minutes of January 9, 2018 Organization/Workshop/Regular Meeting.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	ABSTAIN

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

**SUPERINTENDENT'S
REPORT**

Van Derveer School PS-2 Highlights

Mrs. Susan Moran, Principal of Van Derveer School
PS-2
PS-2 Staff

Student representatives from Van Derveer Pre-School through Grades 2 shared what they have been learning in school. The students highlighted programs and activities that make learning enjoyable at Van Derveer School

District Highlights

Dr. Timothy Teehan, Superintendent of Schools

Dr. Teehan highlighted various activities at Van Derveer School, Somerville Middle School and Somerville High School.

OLD BUSINESS

Mrs. Olson announced changes to committee assignments as follows:

Mrs. Denise Van Horn will chair the Curriculum Committee.

Members to the Ad Hoc Residency Committee are Mr. Daniel Puntillo and Mrs. Candace Matthews. Mrs. Erin Sweitzer will chair.

NEW BUSINESS

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

**1. HARASSMENT,
INTIMIDATION AND
BULLYING REPORT**

RESOLVED that the Board of Education hereby acknowledges receipt of the monthly Harassment, Intimidation and Bullying confirmed report cases #2017-2018:1SMS.

**2. NONPUBLIC
SECURITY GRANT**

RESOLVED that the Board of Education approve the attached New Jersey Nonpublic School Security Aid Program Order Form for Immaculata High School.

Mr. Sergile introduced and moved the adoption of the resolution, Mrs. Van Horn seconded.

Upon call of the roll, the vote was as follows:

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	N/A

It is recommended that Items 3* through 9* be moved upon the recommendation of the Superintendent of Schools.

**3* SCHOOL BOARD
RECOGNITION
MONTH**

WHEREAS, The New Jersey School Boards Association has declared January 2018 to be School Board Recognition Month, a time that residents acknowledge the contributions made by our local school board members; and

WHEREAS, The Somerville Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Somerville Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now therefore, be it

RESOLVED, That the Somerville Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2018 as SCHOOL BOARD RECOGNITION MONTH: and be it further

RESOLVED, That the Somerville Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

4* SCHOOL MAKE-UP DATE CHANGE IN THE 2017-2018 SCHOOL YEAR CALENDAR

RESOLVED that the Board of Education approve the change in a school make up day from May 25, 2018 to May 24, 2018.

Mr. Sergile introduced and moved the adoption of the resolution, Mr. Jess seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	YES

5* ARCHITECT OF RECORD

WHEREAS, the Somerville Board of Education (hereinafter referred to as the "Board") and SSP Architectural Group, Inc. (hereinafter referred to as the "Architect") are parties to an Agreement for Architect of Record Services; and

WHEREAS, the Board is desirous of appointing the Architect as Architect of Record for the period January 1, 2018 to June 30, 2018 in accordance

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

with the Architect's proposal for such services;
and

NOW, THEREFORE, BE IT RESOLVED that the Architect shall be appointed as Architect of Record and that a contract for such services shall be awarded for the following reasons:

1. The fee structures proposed are most advantageous to the Board, price and other factors considered.
2. Experience and resources necessary to perform the contract have been demonstrated.
3. Reputation and responsibility of professional contractor are satisfactory.

BE IT FURTHER RESOLVED that:

1. The Board hereby appoints the Architect as Architect of Record for the period of January 1, 2018 to June 30, 2018
2. The Board hereby authorizes the Architect to amend the Long Range Facilities Plan as necessary and to submit the plans and specifications for each project to the New Jersey Department of Education for approval.
3. The Board Attorney is hereby directed to draft the agreement with the Architect consistent with this Resolution and with the terms contained in the Architect's proposal. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this.
4. The Business Disclosure Form shall be placed on file with this resolution and a notice of award shall be published in the official newspaper of the Board.

Mr. Sergile introduced and moved the adoption of the resolution, Mr. Jess seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	ABSTAIN	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	ABSTAIN

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

**6* SOMERVILLE
HIGH SCHOOL
BREAKFAST PRICES**

RESOLVED that the Board of Education approve the establishment of the following prices for breakfast services in the cafeteria at the Somerville High School for the 2017-2018 school year:

Breakfast \$1.05 Reduced Price \$.30
Adult \$1.50

Mr. Sergile introduced and moved the adoption of the resolution, Mr. Jess seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	YES

**7* HARASSMENT,
INTIMIDATION AND
BULLYING REPORT**

RESOLVED that the Board of Education hereby acknowledges receipt of the monthly Harassment, Intimidation and Bullying unconfirmed report case #2017-2018:7SHS-NC.

Mr. Sergile introduced and moved the adoption of the resolution, Mr. Jess seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	ABSTAIN

8* FIELD TRIPS

RESOLVED that the Board of Education approve the enclosed request for field trips.

**9* 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

*Branchburg Vote Eligible

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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.

Mr. Sergile introduced and moved the adoption of the resolution, Mr. Jess seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	YES

REPORT OF BOARD ITEMS

A. Student Board Member Report:

Griffin LeBlond, Branchburg Student Representative
Daphne Dizon, Somerville Student Representative

No Report

B. Finance Committee:

Daniel Puntillo, Chairperson
Lucien Sergile, Member
Erin Sweitzer, Member

No Report

It is recommended that Items 1 through 5 be moved upon the recommendation of the Superintendent of Schools.

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

- 1. BOARD SECRETARY'S FINANCIAL REPORTS** **RESOLVED** that the Board of Education accept the Board Secretary's Reports listed below:
- A. Treasurer's Report (December)
 - B. Secretary's Report (December)
 - C. Investments (December)
 - D. Food Service (November and December)
- 2. ACCEPTANCE OF MONTHLY REPORTS** **RESOLVED** that the Board of Education accept the monthly reports as listed below:
- A. Van Derveer School Fund (December)
 - B. Middle School Fund (December)
 - C. High School Fund (December)
 - D. Athletic/Extracurricular Fund (December)
- 3. PAYROLL** **RESOLVED** that the Board of Education approve the payroll payments for the following dates:
- | DATE | PAYROLL |
|-------------------|---------------------|
| December 15, 2017 | \$ 1,208,880.17 |
| December 15, 2017 | \$ 24,423.55 (FICA) |
| December 22, 2017 | \$ 1,109,333.85 |
| December 22, 2017 | \$ 16,507.39 (FICA) |
| January 12, 2018 | \$ 1,209,228.43 |
| January 12, 2018 | \$ 24,088.80 (FICA) |
- 4. BILLS LISTS** **RESOLVED** that the Board of Education approve the payment of the following obligations of the School District:
- Van Derveer and Middle Schools
Bills List Dated January 16, 2018
- | | |
|-------------------------|---------------|
| 10 General Fund | \$ 77,591.80 |
| 20 Special Revenue Fund | 31,758.05 |
| 30 Capital Project Fund | 210.00 |
| TOTAL | \$ 109,559.85 |
- 5. LINE ITEM TRANSFERS** **RESOLVED** that the Board of Education approve the enclosed December line item transfers.
- Mrs. Van Horn introduced and moved the adoption of the resolution, Mr. Sergile seconded.
- Upon call of the roll, the vote was as follows:

*Branchburg Vote Eligible

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Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	N/A

It is recommended that Item 6* be moved upon the recommendation of the Superintendent of Schools.

6* BILLS LISTS

RESOLVED that the Board of Education approve the payment of the following obligations of the School District:

High School and Districtwide

Bill List January 16, 2018

10 General Fund	\$ 1,432,257.26
20 Special Revenue Fund	56,507.13
30 Capital Project Fund	210.00
40 Debt Service	158,200.00
60 Cafeteria Fund	136,057.11
TOTAL	\$ 1,783,231.50

Mr. Prudente introduced and moved the adoption of the resolution, Mrs. Sweitzer seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	ABSTAIN

Certification of Major Account Status (read by Mr. Puntillo)

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), the Somerville Board of Education certifies that as of December 31, 2017 after review of the Board Secretary's and Treasurer's monthly financial reports and upon consultation with the appropriate officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C 6A:23A-16.10(c)(4) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year (Major accounts are Current Expense, Capital

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Projects and Debt Service)

C. Building and Grounds:

- Kenneth Cornell, Chairperson
- Daniel Puntillo, Member
- Luc Sergile, Member
- Erin Sweitzer, Member

No Report

D. Athletics and Student Activities Committee:

- Luc Sergile, Chairpersons
- Derek Jess, Member
- John Prudente, Member
- Daniel Puntillo, Member

Mr. Sergile, welcomed the new members to the Committee, Mr. Jess and Mr. Prudente. He reported on various sports standings for basketball, wrestling, hockey and swimming.

E. Curriculum:

- Denise VanHorn, Chairperson
- Candace Matthews, Member
- Lucien Sergile, Member

No Report

F. Policy:

- John Prudente, Chairperson
- Candace Matthews, Member
- Denise VanHorn, Member

**1* SECOND
READING**

RESOLVED that the Board of Education approve the following policies/regulations for a second reading:

- P 1250 Visitors
- R 2130 Principal Evaluation
- P 3510 Operation and Maintenance of Plant
- P 3516 Safety
- P 3541.33 Transportation Safety
- P 3542.2 School Meal Program Arrears
- P 5118 Nonresidents
- P 5131.1 Harassment, Intimidation and Bullying
- P 5131.6 Drugs, Alcohol, Steroids, Tobacco

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+Subject to change as per the SEA contract negotiations

(Substance Abuse)
 R 5131.6 Substance Abuse
 P 6114 Emergencies and Disaster Preparedness
 P 6145.1/ Intramural Competition; Interscholastic
 6145.2 Competition

Mr. Prudente introduced and moved the adoption of the resolution, Mr. Sergile seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	ABSTAIN

G. Technology Committee:

Kenneth Cornell, Chairperson
 Daniel Puntillo, Member
 Denise VanHorn, Member

No Report

H. Borough Council/BOE:

Luc Sergile, Liaison

Mr. Sergile reported that the Borough Council had their Reorganization meeting on January 1, 2018. Mr. Dennis Sullivan and Mr. Fred Wied V took the Oath of Office as Councilman. Mayor Gallagher said his final remarks. A Special Council meeting was held on January 8, 2018 where Mayor Gallagher's resignation was announced and discussion on nominees for the vacancy. A meeting was held January 16, 2018 where interviews for the vacant position of mayor was held.

I. Somerset County Educational Services: Commission:

Daniel Puntillo, Liaison

Mr. Puntillo reported that meeting is scheduled for January 17, 2018.

J. New Jersey School Boards Association:

Luc Sergile, Delegate

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

Mr. Puntillo reported that there is no meeting until May 2018.

K. Somerset County School Association of Boards of Education

Linda Olson, Delegate

No Report

L. Ad Hoc Security Committee

John Prudente, Chairperson
Kenneth Cornell, Member

No Report

M. Ad Hoc Negotiations Committee

Daniel Puntillo, Chairperson
Derek Jess, Member
John Prudente, Member

Mr. Puntillo reported that a mediation meeting is scheduled for January 22, 2018.

N. Ad Hoc Residency Committee

Erin Sweitzer, Chairperson
Candace Matthews, Member
Daniel Puntillo, Member

No Report

PERSONNEL

RESOLVED that the Board of Education approve and/or accept the Superintendent's Recommendations as follows:

(All appointments and salaries subject to verification of documentation.)

PreK-8, 9-12 and Districtwide

Motion by Mr. Prudente seconded by Mr. Sergile that items 1 to 3 be moved, upon recommendation of the Superintendent.

1. YOLIMA VAZQUEZ

ACCEPT the retirement/resignation of Yolima Vazquez from the position of instructional

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

assistant at the Preschool effective June 30, 2018.

2. SALARY GUIDE CHANGES

APPROVE a change in salary guide placement for the following staff members effective February 1, 2018:

Courtney Ball	BA+15
Patricia Helwig	MA
Wendy Hunt	MA+15
Thomas George	MA
Freddie Shaker	MA+15

3. NICOLE ANDERSON

APPROVE Nicole Anderson, an instructional assistant in the Preschool, to do her student teaching in Mrs. Romas-Dominko's and Mrs. Donnelly's classes at Van Derveer School during the Spring 2018 semester.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	N/A

9-12 and Districtwide

Motion by Mrs. Van Horn seconded by Mr. Sergile that items 4* to 9* be moved, upon recommendation of the Superintendent.

4* REBECCA DRAKE

APPROVE a paid maternity leave of absence for Rebecca Drake, teacher of English at Somerville High School, effective February 26, 2018 through April 9, 2018, and an unpaid childcare leave of absence in accordance with the New Jersey Family Leave Act effective April 10, 2018 to June 30, 2018.

5* SALARY GUIDE CHANGES

APPROVE a change in salary guide placement for the following staff members effective February 1, 2018:

Andrea Wong	MA
Christopher Baldino	MA

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

**6* MARIETTA
GAMBA**

ACCEPT the retirement/resignation of Marietta Gamba from the position of secretary to the business administrator of Somerville Public Schools effective June 30, 2018.

**7* INCREASE IN
SUBSTITUTE RATE**

APPROVE an increase in the substitute per diem rate from \$90.00 to \$105.00 starting February 1, 2018.

**8* KATHLEEN
GANGWER**

APPROVE the appointment of Kathleen Gangwer as a consultant for speech therapy evaluations at Somerville High School effective January 17, 2018 to June 30, 2018 at the rate of \$75.00 per hour on an as needed basis.

9* BERNIE DEMSKY

APPROVE the appointment of Bernie Demsky to the position of substitute teacher effective February 1, 2018 to June 30, 2018 at the rate of \$105.00 per diem.

**BOARD MEMBER
COMMENT**

Mr. Luc Sergile wished Marietta Gamba, Secretary to the Business Administrator, well in her future endeavors. The members of the Board echoed his sentiments.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	YES

PUBLIC COMMENT

Mr. Mike Seebeck, vendor of a cleaning product for sustainable schools offered to provide the school district with information. Mrs. Olson asked that he contact the school business administrator.

Mr. Michael Pepe, 121 Regal Ave., expressed that he is happy to see the substitute teacher per diem rate increase from \$90 to \$105.

***EXECUTIVE
SESSION**

RESOLVED that the Board of Education move to recess into executive session at 7:40 p.m. to discuss a HIB case and a legal matter falling within the attorney-client privilege with respect

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

to these subjects. 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. No action will be taken.

Mr. Prudente introduced and moved the adoption of the resolution; Mr. Sergile seconded.

Upon call for a voice vote, the vote was as follows:

Cornell	ABSENT	Sweitzer	YES
Jess	YES	Van Horn	YES
Matthews	YES	Sergile	YES
Prudente	YES	Olson	YES
Puntillo	YES	*Fabriczi	YES

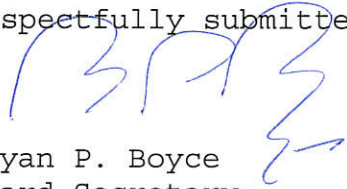
The Board of Education reconvened to public session at 8:06 p.m.

ADJOURNMENT

With nothing further, to be discussed, Mr. Puntillo motioned to adjourn and the motion was seconded by Mr. Prudente that the meeting be adjourned at 8:07 p.m.

Upon call for a voice vote, the motion was carried unanimously.

Respectfully submitted,


Bryan P. Boyce
Board Secretary