

# SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street  
Somerville, NJ 08876

## AGENDA

Tuesday, October 15, 2013  
District Conference Room  
7:00 p.m.

### 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 its Reorganization Meeting on January 3, 2013. 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 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.*

## **VI. APPROVAL OF MINUTES**

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

\*September 24, 2013                      Regular Meeting

## **VII. SUPERINTENDENT'S REPORT**

NJQSAC Statement of Assurance for 2013-2014

Mrs. Melissa McCooley, Director of Curriculum and Instruction

**\*RESOLVED** that 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 for 2013-2014 to the County Executive Superintendent. (Attachment U-1)

District Highlights

Dr. Timothy J. Purnell, Superintendent of Schools

## **VIII. OLD BUSINESS**

### **IX. NEW BUSINESS**

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

1. Donation to Van Derveer School

**RESOLVED** that the Board of Education accept a donation from Mr. William Maranski, father of Louis Maranski, Van Derveer School Media Center clerk, of 44 hand-crafted, metal book stands to be used in the Van Derveer School Media Center.

2. Donation to Van Derveer School

**RESOLVED** that the Board of Education accept a donation from the Somerset County Department of Human Services in the amount of \$3,000.00 for the Girls on the Run Program at Van Derveer School.

3. Donation to Van Derveer School

**RESOLVED** that the Board of Education accept a donation of \$691.84 from the Target Take

Charge for Education Program.

4. Donation to Somerville Preschool

**RESOLVED** that the Board of Education accept a donation from Howard Nifoussi from Bioshine for custodial supplies to be used by the preschoolers to perform mummy wraps at the Fall Festival on Tuesday, October 29, 2013.

5. Middlesex Regional Educational Services Commission Cooperative Bid Purchase

**RESOLVED** that the Board of Education approve the purchase of Somerville Middle School winter athletic supplies in the amount of \$841.31 from Efinger Sporting Goods in accordance with MRESC Bid # 10/11-48 from Middlesex Regional Educational Services Commission.

It is recommended that Items **6\* through 14\*** be moved upon the recommendation of the Superintendent of Schools.

6\* Addendum to the Agreement between Somerville Board of Education and Somerset Medical Partners, P.C.

**RESOLVED** that the Board of Education approve the enclosed Addendum to the Agreement between the Somerville Board of Education and Somerset Medical Partners, P.C. (Attachment NB-1)

7\* Somerville High School Student Request

**RESOLVED** that the Board of Education approve a request to grant permission for Somerville High School Senior ID#10270 to complete her senior year at Somerville High School for the 2013-2014 school year.

8\* Community Day Ad Hoc Committee

**RESOLVED** that the Board of Education approve the appointment of Daniel Puntillo as chairperson of the Community Day Ad Hoc Committee.

9\* Harassment, Intimidation and Bullying Report

**RESOLVED** that the Board of Education hereby acknowledges receipt of the monthly Harassment, Intimidation and Bullying unconfirmed report cases # 2013-14:1SHS-NC; 2013-14:1VDV-NC; 2013-2014:2VDV-NC presented by the Superintendent of Schools.

10\* Disposal of Obsolete Material

**RESOLVED** that the Board of Education approve the attached recommendations from the Director of Technology to dispose of instructional property in accordance with Policy/Regulation 7300 because the materials are so outdated as to no longer serve as worthy instructional tools or are so worn as to preclude effective use and economical repair or restoration. (Attachment NB-2)

11\* Middlesex Regional Educational Services Commission Cooperative Bid Purchase

**RESOLVED** that the Board of Education approve the purchase of Somerville High School winter athletic supplies in the amount of \$6,407.49 from Efinger Sporting Goods in accordance with MRESC Bid # 10/11-48 from Middlesex Regional Educational Services Commission.

\* Branchburg Vote Eligible

12\* Somerville High School Student Request  
**RESOLVED** that the Board of Education approve a request for Somerville High School Student ID#110023000846 to complete his senior year at Somerville High School for the 2013-2014 school year.

13\* Field Trips  
**RESOLVED** that the Board of Education approve the enclosed request for field trips. (Attachment NB-3)

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-4)

## X. REPORT OF BOARD ITEMS

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

It is recommended that Items 1 through 3 be moved upon the recommendation of the Superintendent of Schools.

1. Acceptance of Monthly Reports  
**RESOLVED** that the Board of Education accept the monthly reports as listed below: (Attachment B-1)

- A. Middle School Fund (September)
- B. Van Derveer School Fund (September)

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

Van Derveer and Middle Schools	
Bills List Dated October 15, 2013	
10 General Fund	\$ 155,065.42
20 Special Revenue Fund	286.20

\* Branchburg Vote Eligible

30 Capital Projects	57,919.50
<b>TOTAL</b>	<b>\$ 213,271.12</b>

3. Payroll

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

DATE	PAYROLL
September 30, 2013	\$482,215.12 (MS & VDV)
October 15, 2013	\$505,071.17 (MS & VDV)

It is recommended that Items 4\* through 8\* be moved upon the recommendation of the Superintendent of Schools.

4\* Board Secretary's Financial Reports

**RESOLVED** that the Board of Education accept the Board Secretary's Reports listed below:

- A. Treasurer's Report (September) (Attachment B-3)
- B. Secretary's Report (September) (Attachment B-4)
- C. Investments(September) (Attachment B-5)
- D. Food Services (September) 9Attachment B-6)

5\* Acceptance of Monthly Reports

**RESOLVED** that the Board of Education accept the monthly reports as listed below: (Attachment B-7)

- A. High School Fund (September)
- B. Athletic/Extracurricular Fund (September)

6\* Bills Lists

**RESOLVED** that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-8)

District Wide and High School	
Bill List Dated September 30, 2013	
10 General Fund	\$ 1,203.42
20 Special Revenue Fund	2,000.00
<b>TOTAL</b>	<b>\$ 3,203.42</b>

Bill List Dated October 15, 2013	
10 General Fund	\$ 970,774.22
20 Special Revenue Fund	70,606.64
60 Cafeteria Fund	737.00
<b>TOTAL</b>	<b>\$ 1,042,117.86</b>

7\* Payroll

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

\* Branchburg Vote Eligible

DATE	PAYROLL
September 30, 2013	\$552,544.10 (ADMIN & HS)
September 30, 2013	\$ 14,212.28 (FICA)
October 15, 2013	\$600,508.27 (ADMIN & HS)
October 15, 2013	\$ 19,749.14 (FICA)

**8\*** Line Item Transfers

**RESOLVED** that the Board of Education approve the enclosed October line item transfers. (Attachment B-9)

Certification of Major Account Status

Pursuant to N.J.A.C. 6A:23 2:11(c)r, the Somerville Board of Education certifies that as of September 30, 2013 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:23 2:11(b) 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 Projects and Debt Service)

- B.** Buildings and Grounds Committee:  
Kenneth Cornell, Chairperson  
Norman Chin, Member  
Al Kerestes, Member

Facilities Report - October 2013 (Attachment C-1)

- C.** Athletics and Student Activities Committee:  
John Prudente, Chairperson  
Lucien Sergile, Member

**1\*** Somerville High School Habitat for Humanity Club

**RESOLVED** that the Board of Education approve the creation of a Habitat for Humanity Club at Somerville High School for the 2013-2014 school year. (Attachment C-2)

- D.** Curriculum Committee:  
Linda Olson, Chairperson

- E.** Policy Committee:  
Al Kerestes, Chairperson

**\*First Reading**

**RESOLVED** that the Board of Education approve the following policy for a first reading: (Attachment C-3)

P 5314 Student Representatives of the Board of Education

- F. Technology Committee:  
Norman Chin, Chairperson  
James Adamec, Member
- G. Borough Council/B.O.E. Liaison:  
John Prudente, Liaison
- H. Somerset County Educational Services Commission:  
Daniel Puntillo, Liaison
- I. New Jersey School Boards Association:  
Linda Olson, Delegate
- J. Somerset County Association of Boards of Education:  
John Prudente, Delegate
- K. **AD HOC – Security Committee**  
John Prudente, Chairperson  
James Adamec, Member  
Norman Chin, Member  
Kenneth Cornell, Member  
Al Kerestes, Member

**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 Vanessa Silverman, teacher of Spanish at Somerville Middle School, effective January 13, 2014 to March 3, 2014 and an unpaid child care leave of absence in accordance with the New Jersey Family Leave Act effective March 4, 2014 to June 30, 2014.
2. To approve the appointment of the following staff members to the position of outside morning and afternoon monitors at Somerville Middle School for the 2013-2014 school year at a rate of \$34.00 per hour.

Catherine Ambos  
Debra Trifari  
David Zubia  
William Penn  
Nicholas Petronko  
Jennifer DePace  
Michael Callahan  
Bruce Harms

\* Branchburg Vote Eligible

Alyssa Breeman  
Thomas George  
Lindsey Kulis  
Matthew DeBlock  
Freddie Shaker

3. To approve the appointment of the following staff members to the position of Intramural Supervisors for the fall activities during the 2013-2014 school year at the following stipends:

Nicholas Petronko	Co-ed Soccer	\$ 794.50
Thomas George	Co-ed Soccer	\$ 794.50
Alyssa Breeman	Dance	\$1,589.00
4. To approve Chelsea McNally to complete her master's thesis at Rowan University, "Using strategies such as graphic organizers and eye lighters to improve reading comprehension and writing abilities in students with perceptual difficulties during one-on-one instruction", the work will be completed before and/or after school, during her lunch and prep periods.
5. To rescind the appointment of Lani Perruso to the position of Affirmative Action Officer at Van Derveer School for the 2013-2014 school year.
6. To approve the appointment of Joanne Sung to the position of Affirmative Action Officer at Van Derveer School for the 2013-2014 school year at no additional remuneration.
7. To approve the appointment of Gary Knoepfel to the position of girls basketball coach at Somerville Middle School for the 2013-2014 school year at a stipend of \$4,005.00.
8. To approve the appointment of Brittany Chiaffarano to the position of kindergarten instructional assistant at Van Derveer School effective October 16, 2013 to June 30, 2014 at a salary of \$34,235.00 (Step 2).
9. To approve the newly-created position of Curriculum Supervisor/Coach to be shared between Somerville Middle School and South Bound Brook School District.
10. To approve the attached job description for the newly-created position of Curriculum Supervisor/Coach. (Attachment P-1)
11. To approve the appointment of Valerie Ash to the position of cafeteria/playground aide at Van Derveer School effective October 16, 2013 to June 30, 2014 at a salary of \$11.75 per hour.
12. To approve the appointment of George Fazio to the position of Public Relations Officer/Supervisor at Van Derveer School effective November 1, 2013 to June 30, 2014 at a salary of \$40,000.00 (prorated).

9-12 and Districtwide

**RESOLVED** that the Board of Education approve and/or accept the Superintendent of School's

\* Branchburg Vote Eligible



recommendations as follows: (appointments and salaries contingent upon verified documentation)

- 13\* To approve the appointment of the following individuals to the position of volunteers at Somerville High School for the 2013-2014 school year.
- |               |               |
|---------------|---------------|
| Corey Shamy   | Marching Band |
| Harry Mahoney | Marching Band |
- 14\* To accept the retirement of Kevin Carty, teacher of health and physical education at Somerville High School effective December 1, 2013.
- 15\* To approve the appointment of the enclosed staff members to the position of before and after school tutors at Somerville High School for the 2013-2014 school year at a rate of \$35.00 per hour. (Attachment P-2)
- 16\* To approve the appointment of the following staff members to the position of co-advisors for the senior class at Somerville High School for the 2013-2014:
- |                     |                 |
|---------------------|-----------------|
| John Venezia        | \$4,201.00      |
| Christopher Baldino | no remuneration |
- 17\* To approve the following individual as a substitute teacher for the 2013-2014 school year at \$90.00 per diem:
- Carly Sorace
- 18\* To approve the appointment of the following individuals to the position of F.I.R.S.T. co-advisors at Somerville High School for the 2013-2014 school year:
- |                |                 |
|----------------|-----------------|
| George Mellors | \$1,885.00      |
| John Giardina  | no remuneration |
- 19\* To approve the appointment of John Giardina to the position of robotics co-advisor at Somerville High School for the 2013-2014 school year at no additional remuneration.
- 20\* To approve the appointment of Swati Chauhan to the leave replacement position of teacher of English at Somerville High School to fill a vacancy caused by a maternity leave (Rodriguez) effective November 4, 2013 to June 30, 2014 at a salary of \$54,647.00 (BA+15 Step 4) (prorated).
- 21\* To approve the transfer of Gary Knoeppel from the leave replacement position of teacher of health and physical education to teacher of health and physical education at Somerville High School to fill a vacancy caused by a retirement (Carty) effective December 1, 2013 to June 30, 2014.

## **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*

\* Branchburg Vote Eligible

- appropriate;*
2. *Each statement made by a participant shall be limited to three minutes duration*
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    - 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 student matters. 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**