

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, November 20, 2018
Somerville Middle School Cafeteria
7:00 p.m.

Mission Statement

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

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 on November 21, 2017. Notice has been provided 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.

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 9322:

- 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 and the public comment portion of the meeting will not exceed 30 minutes;*
- 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 Capital Project lengthy, abusive, obscene, or irrelevant;*
 - b. Request any individual to leave the meeting when that person does not observe*

* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

- 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 Meeting as follows:

| | |
|-----------------|-------------------|
| October 9, 2018 | Regular Meeting |
| October 9, 2018 | Executive Session |

VII. SUPERINTENDENT'S REPORT

HIB Specialist Update Presentation

Mrs. Karen Tovi-Jones, Anti-Bullying Specialist
 Dr. Helena Sroczynski, Anti-Bullying Specialist
 Dr. Danielle Zurawiecki, Anti-Bullying Specialist
 Dr. Tanya McDonald, Director of Special Services

2017-2018 Student Safety Data System End of Year Report

Dr. Timothy M. Teehan, Superintendent of Schools

District Highlights

Dr. Timothy M. Teehan, Superintendent of Schools

VIII. OLD BUSINESS

IX. NEW BUSINESS

It is recommended that Item 1 be moved upon the recommendation of the Superintendent of Schools.

1. Approval of the 2019-2020 Preschool Grant

RESOLVED that the Board of Education approve the attached 2019-2020 Preschool Grant. (Attachment NB-1)

2. Harassment, Intimidation and Bullying Report

RESOLVED that the Board of Education hereby acknowledges receipt of the monthly Harassment, Intimidation and Bullying unconfirmed report case #2018-2019:4SMS-NC.

* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

It is recommended that Items **2* through 7*** be moved upon the recommendation of the Superintendent of Schools.

- 2*** Alliance Center for Independence (ACI)
RESOLVED that the Board of Education approve the Alliance Center for Independence (ACI) to facilitate the Pre-Employment Transition Program (PETS) for classified students involved in the life skills program at Somerville High School for the 2018-2019 school year which will be funded through a grant with the New Jersey Division of Vocational Rehabilitation Services (DVRS).
- 3*** Salting and Related Services Interlocal Services Agreement
RESOLVED that the Board of Education enter into the attached agreement with the Borough of Somerville to provide salting and related services for 2019. (Attachment NB-2)
- 4*** 2019 Board of Education Meeting Dates
RESOLVED that the Board of Education approve the attached schedule for the 2019 Board of Education Meeting dates. (Attachment NB-3)
- 5*** Disposal of Obsolete Materials
RESOLVED that the Board of Education approve the recommendation to dispose of forty-eight (48) Cisco Aironet Wireless Access Points in accordance with Policy/Regulation 3260/3270 as they have been superseded by superior replacement materials.
- 6*** Field Trips
RESOLVED that the Board of Education approve the enclosed request for field trips. (Attachment NB-4)
- 7*** 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-5)

X. REPORT OF BOARD ITEMS

- A.** Student Board Member Report:
Daphne Dizon, Somerville Student Representative

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+ Subject to change as per the SEA contract negotiations

Callie Stitt, Branchburg Student Representative

- B.** Finance Committee:
Daniel Puntillo, Chairperson
Lucien Sergile, Member
Erin Sweitzer, Member

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

1. Board Secretary's Financial Reports

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

- A. Treasurer's Report (October) (Attachment B-1)
- B. Secretary's Report (October) (Attachment B-2)
- C. Investments (October) (Attachment B-3)
- D. Food Services (September and October) (Attachment B-4)

2. Acceptance of Monthly Reports

RESOLVED that the Board of Education accept the monthly reports as listed below:
(Attachment B-5)

- A. Van Derveer School Student Activities Fund (October)
- B. Somerville Middle School Student Activities Fund (September and October)
- C. Somerville High School Student Activities Fund (October)
- D. Somerville High School Athletic/Extracurricular Fund (October)

3. Payroll

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

| DATE | PAYROLL |
|--------------------|---------------------|
| September 28, 2018 | \$ 1,110,395.84 |
| September 28, 2018 | \$ 16,841.98 (FICA) |
| October 15, 2018 | \$ 1,179,817.25 |
| October 15, 2018 | \$ 21,708.62 (FICA) |
| October 30, 2018 | \$ 1,121,889.38 |
| October 30, 2018 | \$ 17,110.34 (FICA) |
| November 15, 2018 | \$ 1,407,894.42 |
| November 15, 2018 | \$ 39,066.42 (FICA) |

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4. Bills List
RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-6)

| | |
|---|---------------|
| Van Derveer School and Somerville Middle School | |
| Bills List Dated November 20, 2018 | |
| 10 General Fund | \$ 215,594.47 |
| 20 Special Revenue Fund | 38,732.00 |
| 30 Capital Projects Fund | 243.75 |
| TOTAL | \$ 254,570.22 |

5. Line Item Transfers
RESOLVED that the Board of Education approve the enclosed October line item transfers. (Attachment B-7)

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

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

| | |
|---|-----------------|
| Somerville High School and Districtwide | |
| Bills List Dated November 20, 2018 | |
| 10 General Fund | \$ 1,299,376.54 |
| 20 Special Revenue Fund | 323,961.45 |
| 30 Capital Projects Fund | 243.75 |
| 60 Cafeteria Fund | 152,548.99 |
| TOTAL | \$ 1,776,130.73 |

Certification of Major Account Status
Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), the Somerville Board of Education certifies that as of October 31, 2018 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 over expended 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 Projects and Debt Service)

- C. Buildings and Grounds Committee:
Kenneth Cornell, Chairperson
Daniel Puntillo, Member
Lucien Sergile, Member
Erin Sweitzer, Member

* Branchburg Vote Eligible
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Facilities Report (Attachment C-1)

- D.** Athletics and Student Activities Committee:
Lucien Sergile, Chairperson
Derek Jess, Member
John Prudente, Member
Daniel Puntillo, Member

- E.** Curriculum Committee:
Denise Van Horn, Chairperson
Candace Matthews, Member
Lucien Sergile, Member

Curriculum Reports (Attachments C-2)

- 1.** Adoption of Curriculum Maps
RESOLVED that the Board of Education approve the adoption of the following Curriculum maps for Somerville High School:

Algebra 2 Honors
Algebra 2 CP
Freshman Health
Geometry CP
Linear Math (MAPS)
Senior Health
US History 2

- F.** Policy Committee:
John Prudente, Chairperson
Candace Matthews, Member
Denise Van Horn, Member

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

| | |
|-----------------|--------------------------------|
| P 4111.2/4211.2 | Domestic Violence |
| P 5145.7 | Gender Identity and Expression |
| P 5141.21 | Administering Medication |

- G.** Technology Committee:
Kenneth Cornell, Chairperson
Daniel Puntillo, Member
Denise Van Horn, Member

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Technology Committee Report (Attachment C-4)

- H.** Borough Council Liaison:
Lucien Sergile, Liaison
- I.** Somerset County Educational Services Commission:
Daniel Puntillo, Liaison
- J.** Somerset County Association of Boards of Education:
Linda Olson, Liaison
- K.** Ad Hoc Security Committee:
John Prudente, Chairperson
Kenneth Cornell, Member
Daniel Puntillo, Member
- L.** Ad Hoc Negotiations Committee:
Daniel Puntillo, Chairperson
Derek Jess, Member
John Prudente, Member

XI. PERSONNEL

PreK-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 accept the resignation of Samantha Bahna from the position of teacher of English at Somerville Middle School effective January 11, 2019.
2. To approve a paid maternity leave of absence for Courtney Grace, teacher of English at Somerville Middle School effective January 2, 2019 to February 14, 2019 and an unpaid child care leave of absence in accordance with the New Jersey Family Leave Act effective February 15, 2019 to April 18, 2019.
3. To approve the appointment of Anish Gaer to the position of teacher of English, instructional: certificate of Elementary School Teacher- Language Arts/Literacy Grades 5-8, at Somerville Middle School to fill a vacancy caused by a retirement (Jenkins) effective January 22, 2019 to June 30, 2019 at a salary of \$60,405.00 (BA+30 Step 7) (prorated). (Attachment P-1)
4. To approve the appointment of Anne Marie DeRogatis to the position of teacher of English, instructional: certificate of teacher of English K-12, at Somerville Middle School to fill a vacancy caused by a resignation (Bahna) effective January 2, 2019 to June 30, 2019 at a salary of \$60,768.00 (MA Step 6) (prorated). (Attachment P-2)

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5. To accept the resignation of Theo Sadin from the position of cafeteria/playground aide at Van Derveer School effective November 9, 2018.
6. To approve the appointment of Dawn James-Clark to the position of cafeteria/playground aide at Van Derveer School, to fill a vacancy caused by a resignation (Sadin) for the 2018-2019 school year at the rate of \$14.50 per hour.
7. To approve the newly-created position of Preschool Disabilities Teacher.
8. To approve the newly-created position of instructional assistant at Van Derveer School Preschool.
9. To accept the resignation of Nayda Spagnolo from the position of teacher of Spanish at Somerville Middle School effective January 13, 2019.
10. To accept the resignation of Nancy Umbenhaur from the position of part-time instructional assistant at Somerville Middle School effective December 14, 2018.

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)

- 11* To accept the resignation of Ana Zambrano from the position of secretary to the Director of Special Services effective December 11, 2018.
- 12* To approve the appointment of the Mary Gausz to the position of substitute teacher for the 2018-2019 school year at a rate of \$105.00 per diem.
- 13* To approve the appointment of Trudy Rossetti-McKenna to the position of substitute nurse for the 2018-2019 school year at a rate of \$255.00 per diem.
- 14* To approve the appointment of the following individuals to the position of volunteer at Somerville High School for the 2018-2019 school year:

| | |
|------------------------|-----------------------------|
| Cory Cooke | Fencing |
| Kimberly England | Marching Band/Winter Guard |
| Trudy Rossetti-McKenna | Drama, Ski and French Clubs |
| Carla Sukkarieh | Marching Band/Winter Guard |
| Danielle Zola | Model UN Trip |
| Patricia Sutton | Ski Club |
| Lauren Bozzuti | Drama Club |
- 15* To approve an extension to the leave replacement position of teacher of English for AnneMarie

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DeRogatis from September 4, 2018 to November 23, 2018 to September 4, 2018 to December 21, 2018.

- 16* To approve an extension to the unpaid child care leave for Rebecca Bell from September 4, 2018 to November 23, 2018 to September 4, 2018 to January 25, 2019.
- 17* To approve a paid maternity leave of absence for Dayna Ianuzzi, teacher of English at Somerville High School effective January 14, 2019 to April 3, 2019 and an unpaid child care leave of absence in accordance with the New Jersey Family leave Act effective April 4, 2019 to May 31, 2019.
- 18* To approve a paid maternity disability leave of absence for Jennifer Riggi, supervisor of Student Affairs and Instruction at Somerville High School effective December 13, 2018 to March 4, 2019 and an unpaid child care leave of absence in accordance with the Federal Medical Leave Act effective March 5, 2019 to June 30, 2019.
- 19* To approve the appointment of Susan Shelton to the position of central detention monitor at Somerville High School for the 2018-2019 school year at the rate of \$36.00+ per hour.

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 9322:

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 and the public comment portion of the meeting will not exceed 30 minutes;*
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:*
6. *Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;*
7. *Request any individual to leave the meeting when that person does not observe reasonable decorum;*
8. *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;*
9. *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 Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.*

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XIII. EXECUTIVE SESSION

RESOLVED that the Board of Education move to recess into executive session to discuss confirmed HIB cases #2018-2019:3SHS and #2018-2019:4SHS, negotiations, and legal matters falling within the attorney-client privilege. 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.

XIV. ADJOURNMENT

* Branchburg Vote Eligible
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Somerville Public Schools

Somerville Board of Education Approval of Field Trip

Date Presented to the Board of Education: November 20, 2018

Date approved by the Board of Education: _____

| Season/Year | School | Destination | Board of Education Cost if any |
|--------------|----------|--|--------------------------------|
| Fall, 2018 | VDV | Target - Bridgewater | Transportation |
| Fall, 2018 | VDV | Jacobus VDV House & Museum - Bedminster | None |
| Fall, 2018 | VDV | Somerville Middle School | Transportation |
| Fall, 2018 | SHS/MAPS | Library - Somerville | Transportation |
| Fall, 2018 | SHS | Branchburg Middle School - a.m. Bridgewater Mall for Lunch Somerville Middle School - p.m. | Transportation |
| Winter 2019 | SHS | Stony Acres Lodge - Marshall Creek, PA | Transportation |
| Winter, 2019 | SHS | Hershey Lodge - Pennsylvania | Transportation |



Somerville Public Schools

Somerville Board of Education Approval of Travel Expenses

Date presented to the Board of Education: November 20, 2018

Date approved by the Board of Education: _____

Notes:

1. All reimbursable expenses listed below are in compliance with State travel payment guidelines established by the Department of Treasury and with guidelines established by the Federal Office of Management and Budget, unless noted otherwise.
2. Any expenses, other than those listed under "Reimbursable Expenses" must be explained in the "Comments" columns.

| | | | |
|----------------------------------|-------------|------------------------|-------------|
| <u>Travel Expenditures</u> | <u>Code</u> | <u>Member Category</u> | <u>Code</u> |
| Training and Seminars | 1 | Board Member | A |
| Conventions and Conferences | 2 | Teaching Staff Member | B |
| Regular School District Business | 3 | Support Staff Member | C |
| Retreats | 4 | Non-District Employee | D |

| Full Name | Type of Travel | Member Category | Location of Travel | Occurrences of Travel | Date(s) of Travel | Reimbursable Expenses | | | | | | | Other Expenses | Description | |
|--|----------------|-----------------|--------------------------------------|-----------------------|-------------------|-----------------------|-------------|--------------------|---------|---------|---------|---------|----------------|-------------|---|
| | | | | | | Registration Fee(s) | Total Miles | Total Mileage Cost | Parking | Toll(s) | Lodging | Meal(s) | | | |
| Banos, Chris | 2 | D | Mohegan Sun Resort & Casino | 3 | 1/10-12/2019 | \$165.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | World Baseball Coaches Convention |
| Hudson, Jeremy | 1 | B | Rutherford, NJ | 1 | 12/7/2018 | \$0.00 | 75 | \$23.25 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Felician University Counselor Luncheon |
| McDonald, Tanya | 2 | B | Rutgers - Busch Campus - Piscataway | 1 | 12/6/2018 | \$95.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Annual Suicide Prevention Conference |
| Parajon, Allison | 1 | B | RVCC - North Branch | 1 | 12/11/2018 | \$125.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Using Models to Make Sense of Natural Phenomena |
| Perruso, Lani Riggs, Jennifer Sroczyński, Helena | 1 | B | The Conference Center at Mercer | 1 | 12/6/2018 | \$525.00 for 3 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Equity Leadership Symposium |
| Reavey, Dayle | 1 | B | On-Line Video | 1 | 11/29/2018 | \$55.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Accessible Strategies and RTI for Speech Intervention |
| Reavey, Dayle | 1 | B | On-Line Video | 1 | 11/29/2018 | \$31.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Connecting Language Intervention and the Classroom |
| Spautz, Daniel | 2 | B | Ocean Place Resort - Long Branch | 2 | 2/25-26/2019 | \$125.00 | 192.8 | \$59.62 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | NJASPERD Annual Convention |
| Thompson, Christine | 1 | B | University of Science - Philadelphia | 1 | 12/7/2018 | \$0.00 | 137.8 | \$42.72 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Discover Series for School Counselors: New Pathway To Success for HS Students |

Date presented to the Board of Education: November 20, 2018

Date approved by the Board of Education: _____

Notes:

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2. Any expenses, other than those listed under "Reimbursable Expenses" must be explained in the "Comments" columns.

| | | | |
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| <u>Travel Expenditures</u> | <u>Code</u> | <u>Member Category</u> | <u>Code</u> |
| Training and Seminars | 1 | Board Member | A |
| Conventions and Conferences | 2 | Teaching Staff Member | B |
| Regular School District Business | 3 | Support Staff Member | C |
| Retreats | 4 | Non-District Employee | D |

| Full Name | Type of Travel | Member Category | Location of Travel | Occurrences of Travel | Date(s) of Travel | Reimbursable Expenses | | | | | | | Other Expenses | Description | |
|--|----------------|-----------------|--------------------------------|-----------------------|---------------------------|-----------------------|-------------|--------------------|---------|---------|---------|---------|----------------|-------------|---|
| | | | | | | Registration Fee(s) | Total Miles | Total Mileage Cost | Parking | Toll(s) | Lodging | Meal(s) | | | |
| Warner, Jessica | 1 | B | Paramus Public Library | 1 | 3/5/2019 | \$200.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Maximizing the Power of Guided Reading |
| Zurawiecki, Danielle | 1 | B | Hillsborough Municipal Complex | 5 | 12/3-7/2018 | \$0.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Youth Mental Health First Aid Instructor Training |
| Clark, Thomas Dougherty, Michael Elwood, Alice Harter, Maylin Kessler, Vicki McWilliams, Melanie Stillianos, Steven Temple, Shawn Trubiano, Theresa Ure, Ryan | 3 | B | Montgomery High School | 1 | 12/5/2018 or 12/6/2018 | \$0.00 | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Block Scheduling |