

**SOMERVILLE BOARD OF EDUCATION**

**51 West Cliff Street  
Somerville, NJ 08876**

**AGENDA**

**Tuesday, November 6, 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 for 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*
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. SUPERINTENDENT'S REPORT**

Board Harassment, Intimidation and Bullying Training  
 Marc Zitomer, Board Attorney

District Highlights  
 Dr. Timothy Teehan, Superintendent of Schools

**VII. OLD BUSINESS**

**VIII. NEW BUSINESS**

**It is recommended that Item 1 through 4 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 unconfirmed case #2018-2019:2SMS-NC and #2018-2019:3SMS-NC.
2. Donation to Van Derveer School  
**RESOLVED** that the Board of Education accept a donation from the Somerville K-8 PTO for a Gaga Pit for the students of Van Derveer School.
3. School Bus Emergency Evacuation Drill Report  
**RESOLVED** that the Board of Education approve/accept the School Bus Emergency Evacuation Drill Reports as follows:

Date of Drill: October 8, 2018  
 Time: 9:00 a.m.  
 School: Bright Beginnings Learning Center  
 Location: 1660 Stelton Road, Piscataway, NJ 08854  
 Route Number: 111  
 Supervised by: Mark Risola/Daniel Bean  
 Class: Private School

\* (Branchburg Vote Eligible)  
 + Subject to change as per the SEA contract negotiations

Date of Drill: October 26, 2018  
Time: 8:30 a.m.  
School: Somerville Middle School  
Location: Back Parking Lot  
Route Number: 115A  
Supervised by: Lani Perruso  
Class: SMS MD Class

4. Middle School Comfort Closet

**RESOLVED** that the Board of Education approve the creation of the Somerville Middle School Comfort Closet for the 2018-2019 school year.

It is recommended that Items **5\* through 16\*** be moved upon the recommendation of the Superintendent of Schools.

5\* Harassment, Intimidation and Bullying Report

**RESOLVED** that the Board of Education hereby acknowledges receipt of the monthly Harassment, Intimidation and Bullying unconfirmed cases #2018-2019:6SHS-NC and #2018-2019:7SHS-NC.

6\* Somerville High School Student Request

**RESOLVED** that the Board of Education approve the request of Somerville High School Students #200786 and #200895 to complete his/her senior year at Somerville High for 2018-2019 due to their families relocating out of Somerville.

7\* Donation to Somerville High School

**RESOLVED** that the Board of Education accept a donation in the amount of \$5,700.00 from the Somerville High School Marching Band Booster Association for the purpose of paying individuals for assisting with the Marching Band for the 2018 Fall season.

8\* Nonpublic School Security Aid Program

**RESOLVED** that the Board of Education approve the attached New Jersey Nonpublic School Security Aid Program Order Form for Immaculate Conception School.  
(Attachment NB-1)

9\* Change Order - Somerville High School Turf Replacement Project

**RESOLVED** that the Board of Education approve the following change order related to the Somerville High School Turf Replacement project.

Change Order #GC-01

Contract change for 2nd round of water infiltration testing 8.2.2018 by ANS Testing:  
\$1,500.00

Contract change for ALS use of 10 CY of Project Allowance for 100 tons new stone:  
\$4,050.00 (credit)

\* (Branchburg Vote Eligible)

+ Subject to change as per the SEA contract negotiations

Contract change for SportsLab Supplemental Field Testing; Round 1; Soccer Outlines:  
\$2,500.00

Contract change for SportsLab Supplemental Field Testing; Round 2; Soccer Outlines:  
\$2,500.00

Contract change Repair Service; Orchard Street Entry Gate Post damaged by ALS  
delivery: \$1,750.00 (credit) (Attachment NB-2)

**10\*** Somerset County Commodity Resale Agreement

**WHEREAS**, the County of Somerset is desirous of implementing a Commodity Resale System in accordance with N.J.A.C. 5:34-15 for the resale of gasoline, diesel fuel, snow removal chemicals, and public works materials and will act as lead Agency for the Somerville Board of Education and public units desiring membership; and

**WHEREAS** the Somerville Board of Education wishes to enter into this Master Agreement for services as described above.

**NOW, THEREFORE BE IT RESOLVED** by the Somerville Board of Education that we do hereby authorize execution of the agreement by the Board President and Board Secretary to accept public works commodities and services through cooperative and joint purchasing with Somerset County for the period of November 7, 2018 to October 12, 2021. (Attachment NB-3)

**11\*** Disposal of Obsolete Materials

**RESOLVED** that the Board of Education approve the attached recommendation from the Somerville High School Principal to dispose of obsolete instructional materials in accordance with Policy/Regulation 3260/3270 because they are so outdated as to no longer serve as worthy instructional tools. (Attachment NB-4)

**12\*** Submission of Form M-1 and Comprehensive Maintenance Plan

**WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

**WHEREAS**, the required maintenance activities are listed in the enclosed document for the various school facilities of the Somerville Board of Education are consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their systems warranties valid,

**NOW THEREFORE BE IT RESOLVED**, that the Somerville Board of Education hereby authorizes the School Business Administrator to submit the enclosed Form M-1 and Comprehensive Maintenance Plan for the Somerville Board of Education in

\* (Branchburg Vote Eligible)

+ Subject to change as per the SEA contract negotiations

compliance with the Department of Education requirements. (Attachment NB-5)

**13\*** Seal of Biliteracy Program

**RESOLVED** that the Board of Education approve the Seal of Biliteracy program for the 2018-2019 school year.

**14\*** Emergency Management Plan

**RESOLVED** that the Board of Education approve the Emergency Management Plan for the 2018-2019 school year.

**15\*** Field Trips

**RESOLVED** that the Board of Education approve the enclosed request for field trips. (Attachment NB-6)

**16\*** 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-7)

**IX. PERSONNEL**

PS-8

**RESOLVED** that the Board of Education approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools. (Appointment(s) and salaries contingent upon verified documentation.)

1. To accept the resignation of Chelsea Davis from the part-time position of Preschool Social Worker effective October 25, 2018.
2. To approve the appointment of Leslie Hernandez to the position of Book Club advisor at Van Derveer School for the 2018-2019 school year at a stipend of \$1,774.69+.
3. To approve Sara Durand, a teacher at Terrill Middle School in Scotch Plains School District to observe Robert Reavey, principal at Van Derveer School 3-5 for one day in October or November to complete the requirements for her Education Leadership

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internship.

4. To approve the appointment of the following individuals to the position of co-coach for the boy's soccer team at Somerville Middle School for the 2018-2019 school year at a stipend of \$2,062.58+ each:  
Nicholas Petronko  
Freddie Shaker
5. To approve the appointment of the following staff members to the position of Gifted and Talented teacher at Van Derveer School for the 2018-2019 school year at the rate of \$72.10 per hour:  
Charlene Tackvic  
Heather Shoolman  
Ellen McNany  
Brittany Chiaffarano  
Holly Ehrnman, substitute
6. To approve Christine Birnbaum, Literacy Coach at Van Derveer School 3-5, to complete her Orton Gillingham practicum at Van Derveer School for the 2018-2019 school year and will be supervised by a mentor who works with the Institute for Multisensory Education.
7. To approve the appointment of Jaclyn Kausman from Middle Earth to the position of mentor for Somerville Middle School for the 2018-2019 school year.
8. To approve an extension for Stephanie Phibbs to continue in the leave replacement position of teacher of kindergarten to fill a vacancy caused by a child care leave of absence (Jenkins) from November 14, 2018 to November 19, 2018.

9-12 and Districtwide

**RESOLVED** that the Board of Education approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools.  
(Appointment(s) and salaries contingent upon verified documentation.)

- 9\* To approve the appointment of Alexandra Bakerman to the position of DNA Club advisor at Somerville High School for the 2018-2019 school year at the stipend of \$1,774.69+.
- 10\* To approve the appointment of the attached list of individuals to the position of coach at Somerville High School for the 2018-2019 school year. (Attachment P-1)
- 11\* To approve an extension to the unpaid child care leave of absence for Sharon Gornick from September 4, 2018 to November 23, 2018 to September 4, 2018 to January 2, 2019.

\* (Branchburg Vote Eligible)

+ Subject to change as per the SEA contract negotiations

**12\*** To approve the appointment of the following staff members to serve as mentors for the 2018-2019 school year at Somerville High School at no additional remuneration:

Marybeth Annese  
Kevin Burke  
Michele Cobos  
Angela Goff  
Christopher Gucker  
Hannah Hugger  
Linda Kemper  
Lindsay Lockwood  
Elizabeth Ramirez  
Karen Stephenson  
Amy Sutphen  
Eric Weiss

**13\*** To approve the appointment of the following individuals for their work assisting the marching band at Somerville High School for the 2018 fall season:

Joseph Harris	\$1,500.00
Jay Drake	\$1,250.00
Cynthia Wong	\$1,250.00
Dylan Cochran	\$ 700.00
Meghan Major	\$1,000.00

**14\*** To approve the appointment of the following list of individuals to the position of volunteer at Somerville High School for the 2018-2019 school year:

David Damaschke	Boys' Basketball
Johnny Jiminez	Boys' Basketball
Joelle Leinbach	Girls' Basketball
Nicholas Accetta	Wrestling
Scott Becker	Wrestling
Stephen Stilianos	Boys' Fencing
Cory Cooke	Girls' Fencing
Patricia Rogers	Marching Band
Vicki Cook	Marching Band
Ivan Tuazon	Marching Band

**15\*** To approve the appointment of the following individuals to the position of substitute teacher for the 2018-2019 school year at the rate of \$105.00 per diem:

Allison Walker  
Jennifer Grandel  
Mary Gausz

**16\*** To approve the appointment of Milagros Pena-Pickett to the position of substitute nurse for the 2018-2019 school year at the rate of \$255.00 per diem.

\* (Branchburg Vote Eligible)

+ Subject to change as per the SEA contract negotiations

- 17\*** To approve Elliott Cohen, a student at Montclair State University, to complete his internship placement at Somerville High School for the 2018-2019 school year. He will be supervised by Christine Thompson.
- 18\*** To abolish the following vacant positions from the Position Control Roster effective November 6, 2018:
- Instructional Assistant - Five (5) full-time positions
  - VDV Nurses Assistant
  - Part-Time Custodian
  - Instructional Coach
  - VDV Special Education Teacher
  - VDV Elementary Teacher
  - Computer Technician/Helpdesk
  - Physical Therapist
- 19\*** To approve the newly-created position of district wide translator.
- 20\*** To approve the appointment of Carmen Arroyo to the newly-created position of district wide translator for the 2018-2019 school year at the rate of \$25.00 per hour.

**X. 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;*
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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*

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- e. *Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.*

**XI. EXECUTIVE SESSION**

**RESOLVED** that the Board of Education move to recess into executive session to discuss matters involving confirmed a HIB case #2018-2019:2SHS, a level 4 grievance, negotiations with the Somerville Education Association, 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.

**XII. ADJOURNMENT**

\* (Branchburg Vote Eligible)

+ Subject to change as per the SEA contract negotiations



# Somerville Public Schools

## Somerville Board of Education Approval of Field Trip

Date Presented to the Board of Education: November 6, 2018

Date approved by the Board of Education: \_\_\_\_\_

Season/Year	School	Destination	Board of Education Cost if any
Fall, 2018	VDV	Bridgewater Middle School	Transportation
Fall, 2018	SMS	Downtown Somerville	None/ Walking
Fall, 2018	SHS	Branchburg Middle School Somerville Middle School	Transportation
Fall, 2018	SHS	Adult Day Center of Somerset	Transportation
Fall, 2018	SHS	Kean University	Transportation
Fall, 2018	SHS	MPAC Art Center - Morristown	Transportation
Fall, 2018	SHS	VanDerveer	Transportation
Fall, 2018	SHS	Museum of National History - NY	Transportation
Fall, 2018	SHS	Ridge High School	None/ Students Pay
Fall, 2018	SHS	Norz Hills Farm - Hillsborough	None/ Students Pay
Fall, 2018	SHS	Museum of Jewish Heritage - NY	None/ Students Pay
Fall, 2018	SMS	Independence Hall - Philadelphia, PA	None/ Students Pay
Fall, 2018	SHS	Downtown Somerville	None/ Parents Transport
Fall, 2018	SHS	Willowcreek Nursing Home - Somerset	None/ Students Pay
Fall, 2018	SHS	Community Care Hospice Center - Somerville	None/ Parents Transport
Fall, 2018	SHS	Laurel Circle (Arbor Glen) - Bridgewater	None/ Parents Transport
Fall, 2018	SHS	United Reformed Church	None/ Parents Transport
Fall, 2018	SHS	Brothers in Harmony Holiday Concert - Robbinsville	None/ Parents Transport
Fall, 2018	SHS	United Reformed Church - Somerville	None/ Parents Transport
Fall, 2018	SHS	Hamilton Square Nottingham Fire House - Hamilton	Transportation
Winter, 2018	SHS	Somerset County Wellness Center - Bridgewater Employees in Piedmont Realty Trust Building - Bridgewater Rotary Club - Branchburg	Transportation
Winter, 2018	SHS	White Oak Park - Branchburg	None/ Parents Transport
Winter, 2018	SHS	Branchburg Middle School	District
Spring, 2019	SHS	Branchburg Sports Complex	None/ Students Pay
Spring, 2019	SHS	Dominican University - Chicago, IL	None/ Students Pay



# Somerville Public Schools

Somerville Board of Education Approval of Travel Expenses

Date presented to the Board of Education: November 6, 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.

Travel Expenditures

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							Description	
						Registration Fee(s)	Total Miles	Total Mileage Cost	Parking	Toll(s)	Lodging	Meal(s)		Other Expenses
Bateman, Nicole	1	B	Forsgate County Club - Monroe Township	1	2/11/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	Early Childhood Summit
Brophy, Kristina	1	B	Boys/Girls Club - Lawrence Township	4	11/13-14/2018 2/26-27/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Preschool Pyramid Model Training
Deck, Sheila	1	C	County Complex - Somerville	1	12/5/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Mckinney Vento Training
Donnelly, Laura	2	B	New Brunswick BOE - New Brunswick	4	12/6-7/2018 2/7-8/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Preschool Pyramid Model Training
Evans, Dawn	1	B	Ocean Place Resort - Long Branch	3	2/25-27/2019	\$200.00	285.3	\$88.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJ Association for Health, Physical Education Recreation and Dance
Foley, Gerard	1	B	NJ Law Center - New Brunswick	1	12/12/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	The Role of the School Climate Team
Goff, Angela	1	B	TBD - Ann Arbor, MI or Seattle, Washington	3	6/17-19/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	World (Big) History Summit
Hummel, Kristin	2	B	New Brunswick BOE - New Brunswick	4	12/6-7/2018 2/7-8/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Preschool Pyramid Model Training
Malespina, Elissa	2	B	Ocean Place Resort - Long Branch	3	12/2-4/2018	\$175.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	NJ Association of School Librarian Conference
McDonald, Tanya	1	B	County Complex - Somerville	1	12/5/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Mckinney Vento Training
McLaughlin, Jessica	1	B	Boys/Girls Club - Lawrence Township	4	11/13-14/2018 2/26-27/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Preschool Pyramid Model Training

Date presented to the Board of Education: November 6, 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							Description	
						Registration Fee(s)	Total Miles	Total Mileage Cost	Parking	Toll(s)	Lodging	Meal(s)		Other Expenses
Milici, Nicolas	1	B	NJIT Campus - Newark, NJ	1	12/13/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJIT School Counselor Appreciation Day
Moran, Susan	1	B	Forsgate County Club - Monroe Township	1	2/11/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Early Childhood Summit
Mulligan, Christopher	1	B	County Complex - Somerville	1	12/5/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Mckinney Vento Training
Petronko, Nicholas	1	B	RVCC - Branchburg	1	12/11/2018	\$125.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Using Models to Make Sense of Natural Phenomena
Saries, Richard	1	B	NJ Law Center - New Brunswick	1	12/12/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	The Role of the School Climate Team
Skomba, Michael	1	B	TBD - Ann Arbor, MI or Seattle, Washington	3	6/17-19/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	World (Big) History Summit
Skomba, Michael	2	B	Hyatt Regency - Chicago, IL	3	11/30-12/2/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	National Council for the Social Studies Annual Conference
Sroczyński, Helena	2	B	Busch Campus - Piscataway	1	12/6/2018	\$95.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	15th Annual Suicide Prevention Conference
Stein, Ellyn	1	B	Piscataway	1	12/14/2018	\$80.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Domestic Violence Victimization
Tovi-Jones, Karen	1	B	Bridgewater Manor	1	10/19/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Strengthening Our Schools
Trubiano, Theresa	1	B	NJ Law Center - New Brunswick	1	12/4/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	The Role of the School Climate Team
Williamson, Colin	1	B	TBD - Ann Arbor, MI or Seattle, Washington	3	6/17-19/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	World (Big) History Summit
Zamorsky, Ryan	2	B	Mohegan Sun - Uncasville, CT	2	1/11-12/2019	\$145.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	World Baseball Coaches Convention