

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, December 11, 2018

District

Conference Room

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 reasonable decorum;*

* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

- 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:

November 6, 2018	Regular Meeting
November 6, 2018	Executive Session
November 20, 2018	Regular Meeting
November 20, 2018	Executive Session

VII. SUPERINTENDENT'S REPORT

Audit Presentation
Nisivoccia LLP Mrs. Valerie Dolan, Partner

District Highlights
Dr. Timothy M. Teehan, Superintendent of Schools

VIII. OLD BUSINESS

IX. 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 report cases #2018-2019:1VDV-NC and #2018-2019:5SMS-NC.

2. Nonpublic School Security Aid Program

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

3. Nonpublic School Security Aid Program

RESOLVED that the Board of Education approve the attached New Jersey Nonpublic School Security Aid Program Order Forms for Immaculata High School. (Attachment NB-2)

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

4. Donation to Somerville Middle School

RESOLVED that the Board of Education accept a donation from Suzanne Kreie for three Allied Marker Board Activity Table at an approximate cost of \$220.00 to be used in the Somerville Middle School self-contained classroom (Stanek).

It is recommended that Items **5* through 15*** 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 report cases #2018-2019:8SHS-NC and #2018-2019:9SHS-NC.

6* 2018-2019 District Performance Reviews (DPR's) for the Quality Single Accountability Continuum (QSAC)

RESOLVED that the Board of Education approve the attached 2018-2019 District Performance Reviews (DPR's) for the Quality Single Accountability Continuum (Attachment NB-3)

7* Winter Guard Documentary

RESOLVED that the Board of Education approve the participation of the Somerville High School Winter Guard in a documentary for the BBC World Service Organization that focuses on dance sport traditions and its impact on communities.

8* Change Order - Somerville High School Door Hardware Project

RESOLVED that the Board of Education approve the following change order related to the Somerville High School Door Hardware project:

Change Order CO#1

Contact change for costs to furnish and install new locksets on nine (9) doors and new mortise and rim cylinder housings for three (3) doors: \$4,524.10 (Attachment NB-4)

9* Disposal of Obsolete Materials

WHEREAS, the Somerville Board of Education owns certain personal property, specifically a number of Apple laptop computers and tablets as set forth more specifically on the attached list, that are no longer needed for school purposes; and

WHEREAS, the Board Secretary/Business Administrator has determined that the fair market value of the Equipment exceeds fifteen percent of the bid threshold; and

WHEREAS, the Board wishes to sell the property, since it still has value, which requires compliance with the provisions of N.J.S.A. 18A:18A-45 to effectuate a sale of such school property;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby declares the authorizes the sale of the laptop computers and tablets as described more specifically on the attached list through a sale of such property through sealed bids as specified in N.J.S.A. 18A:18A-45; and

* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

BE IT FURTHER RESOLVED that the Board hereby authorizes the Business Administrator/Board Secretary to prepare bid specifications for and advertise the sale of such property in accordance with N.J.S.A. 18A:18A-45. (Attachment NB-5)

10* Disposal of Equipment

RESOLVED, that the Board hereby authorizes the disposal/recycling of certain personal property, namely various technology devices as detailed in the attached list, that is worn or damaged so as to preclude effective use and economical repair or restoration and is too outdated to continue to function effectively and has been replaced by superior replacement devices consistent with Board Policy and Regulation No. 3260/3270. (Attachment NB-6)

11* Disposal of Equipment

RESOLVED that the Board of Education approve the recommendation from the Business Administrator to dispose of Bus 106 - VIN# 4UZAAXALG3CJ56769 in accordance with Policy/Regulation 3260/3270 because the vehicle is worn or damaged so as to preclude effective use and economical repair or restoration.

12* Construction Industry Career Day Grant

RESOLVED that the Board of Education accept a check in the amount of \$500.00 for a grant from the Construction Industry Career Day event sponsors for Somerville High School to be used to fund college and career related activities.

13* 2019-2020 Budget Calendar

RESOLVED that the Board of Education approve the attached 2019-2020 Budget Calendar. (Attachment NB-7)

14* Field Trips

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

15* 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. Student Board Member Report:

Daphne Dizon, Somerville Student Representative

* Branchburg Vote Eligible

+ 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 (November) (Attachment B-1)
- B. Secretary's Report (November) (Attachment B-2)
- C. Investments (Not Available)
- D. Food Services (Not Available)

2. Acceptance of Monthly Reports

RESOLVED that the Board of Education accept the monthly reports as listed below:
(Attachment B-3)

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

3. Payroll

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

DATE	PAYROLL
November 30, 2018	\$ 1,137,129.84
November 30, 2018	\$ 17,528.63 (FICA)

4. Bills List

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

Van Derveer School and Somerville Middle School	
Bills List Dated December 11, 2018	
10 General Fund	\$ 56,526.90
20 Special Revenue Fund	7,584.66
30 Capital Projects Fund	490.00
TOTAL	\$64,601.56

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

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

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-6)

Somerville High School and Districtwide	
Bills List Dated December 11, 2018	
10 General Fund	\$ 715,411.68
20 Special Revenue Fund	135,822.35
30 Capital Projects Fund	490.00
60 Cafeteria Fund	300.33
TOTAL	\$ 852,024.36

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 November 30, 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

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

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

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

1* Second Reading

RESOLVED that the Board of Education approve the following policies for a second reading:
(Attachment C-2)

- 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

- 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 Melissa Urena from the position of cafeteria/playground aide at Van Derveer School effective November 7, 2018.

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

2. To accept the resignation of Babita Gupta from the position of cafeteria/playground aide at Van Derveer School effective November 2, 2018.
3. To approve a paid maternity leave of absence for Catherine Parsells, teacher of Preschool at Van Derveer School effective March 14, 2019 to April 17, 2019 and an unpaid child care leave of absence in accordance with the Federal Medical Leave Act effective April 18, 2019 to June 30, 2019.
4. To approve the appointment of Sharon Murphy to the leave replacement position of teacher of English at Somerville Middle School to fill a vacancy caused by a Maternity leave (Grace) effective January 2, 2019 to April 18, 2018 at a salary of \$59,396.00+ (MA Step 4) (prorated).
5. To approve the appointment of Sunshine Munn to the position of cafeteria/playground aide at Van Derveer School, to fill a vacancy caused by a resignation (Gupta) for the 2018-2019 school year at the rate of \$14.50 per hour.
6. To approve an unpaid medical leave for Loreen Tucker-Lum, Occupational Therapist at Van Derveer School, effective November 16, 2018 to June 30, 2019 or sooner if medically cleared to return to work.
7. To approve the appointment of the following staff members to the position of teacher for the Title I Reading and Math Program for the 2018-2019 school year. The program will take place November 26, 2018 to May 17, 2019 at the rate of \$72.10 per hour.

Classroom Teachers

Sally Booth- ELA
Courtney Grace- ELA
Freddie Shaker- Math

Substitute

Diane Sobey

8. To approve the appointment of Deborah Nash to the newly-created position of instructional assistant at Van Derveer School effective December 12, 2018 to June 30, 2019 at a salary of \$36,613.00+ (Step 1) (prorated).
9. To approve the appointment of Trevor Price to the part-time position of instructional assistant at Somerville Middle School to fill a vacancy caused by a resignation (Umbenhaur) effective January 2, 2019 to June 30, 2019 at a salary of \$18,306.50+ (Step 1) (prorated).
10. To approve the newly-created position of part-time custodian at Van Derveer School.
11. To approve the appointment of Adrain Camilo Correa to the newly-created position of part-time custodian at Van Derveer School effective December 17, 2018 to June 30, 2019 at a salary of \$18,345.00+ (Step 1) (prorated).

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9322:

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XIII. EXECUTIVE SESSION

RESOLVED that the Board of Education move to recess into executive session to discuss negotiations with the Somerville Education Association, a residency matter, and a legal matter 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

+ 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: December 11, 2018

Date approved by the Board of Education: _____

Season/Year	School	Destination	Board of Education Cost if any
Winter 2019	VDV	RVCC - Branchburg	None/ Students Pay
Winter 2019	SMS	Somerset County Animal Shelter - Bridgewater	Transportation
Winter 2019	SMS	United Reformed Church - Somerville	None / Walking
Winter 2019	SMS	Target - Bridgewater	Transportation
Winter 2019	SHS - MAPS	Protégé Salon & Spa - Branchburg @ RVCC	Transportation
Winter 2019	SHS - MAPS	Protégé Salon & Spa - Branchburg @ RVCC	Transportation
Winter 2019	SHS	Adult Day Center - Bridgewater	Transportation
Winter 2019	SHS	Air Liquids - Branchburg	None/ Air Liquid Paying
Winter 2019	SHS	Bridgewater Mall - Bridgewater	Transportation
Winter 2019	SHS	Alaris Psychiatric Home & Noches de Colombia Bakery/Restaurant - Secaucus	Transportation
Winter 2019	SHS	Somerville Middle School	Transportation