

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, February 20, 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 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 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:

January 16, 2018	Regular Meeting
January 16, 2018	Executive Session
February 6, 2018	Workshop/Regular Meeting
February 6, 2018	Executive Session

VII. SUPERINTENDENT'S REPORT

Somerville Middle School Highlights

Ms. Georgette Boulegeris, Somerville Middle School Principal
Staff

District Highlights

Dr. Timothy M. Teehan, Superintendent of Schools

VIII. OLD BUSINESS

IX. NEW BUSINESS

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

1. Summer Extended School Year Program

RESOLVED that the Board of Education approve the attached summer extended school year program for students with disabilities. (Attachment NB-1)

2. Nonpublic Technology Initiative Program Grant

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

It is recommended that Items **3*** through **10*** be moved upon the recommendation of the Superintendent of Schools.

* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

3* 2018-2019 School Calendar
RESOLVED that the Board of Education approve the adoption of the attached 2018-2019 school calendar. (Attachment NB-3)

4* Somerville High School Tuition Rate
RESOLVED that the Board of Education establish the tentative Somerville High School tuition rate at \$14,006.00 per pupil for the 2018-2019 school year.

5* Tuition Contract – Branchburg Board of Education
RESOLVED that the Board of Education approve the enclosed tuition contract with the Branchburg Board of Education for the 2018-2019 school year. (Attachment NB-6)

6* Authorization For Request For Proposals – Food Service Management Companies
WHEREAS, the Somerville Board of Education desires to procure food service management services provided by food service management companies; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the School Business Administrator to request proposals for food service management services for the 2018-2019 school year.

7* Kitchen Upgrades at Somerville High School
RESOLVED that the Somerville Board of Education authorizes SSP Architects to submit the following capital improvement project to the State of New Jersey Department of Education for review and approval;

BE IT FURTHER RESOLVED that the Somerville Board of Education authorizes an amendment to the District's approved Long Range Facilities Plan to include the project as a capital improvement project:

School Project
Kitchen Upgrades at Somerville High School
State Project # 4820-050-18-1000

The project shall include the kitchen upgrades at the existing school. This project is considered an other capital project. The Somerville Board of Education is not seeking any state funding for this project.

8* Authorization to Bid Kitchen Upgrades at Somerville High School
RESOLVED that the Somerville Board of Education authorizes the advertisement of the Kitchen Upgrades at Somerville High School for public bid in accordance with the Public School Contracts Law N.J.S.A. 18A:18A-1 et seq.

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

9* Field Trips
RESOLVED that the Board of Education approve the enclosed request for field trips.
(Attachment NB-4)

10* 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:
Griffin LeBlond, Branchburg Student Representative
Daphne Dizon, Somerville 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 (January) (Attachment B-1)
- B. Secretary's Report (January) (Attachment B-2)
- C. Investments (January) (Attachment B-3)
- D. Food Services (January) (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 Fund (January)
- B. Middle School Fund (January)

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- C. High School Fund (January)
- D. Athletic/Extracurricular Fund (January)

3. Payroll

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

DATE	PAYROLL
January 30, 2018	\$ 1,118,306.47
January 30, 2018	\$ 16,998.97 (FICA)
February 15, 2018	\$ 1,359,534.54
February 15, 2018	\$ 35,443.83 (FICA)

4. Bills Lists

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

Van Derveer and Middle Schools	
Bills List Dated February 20, 2018	
10 General Fund	\$ 137,764.72
20 Special Revenue Fund	1965.31
30 Capital Project Fund	177.64
TOTAL	\$ 139,907.67

5. Line Item Transfers

RESOLVED that the Board of Education approve the enclosed January line item transfers. (Attachment B-7)

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: (Attachment B-8)

High School and Districtwide	
Bill List February 20, 2018	
10 General Fund	\$ 1,468,275.15
20 Special Revenue Fund	60,998.97
40 Debt Service	965,410.00
60 Cafeteria Fund	76,854.17
TOTAL	\$ 2,571,538.29

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 January 31, 2018 after review of the Board Secretary's and Treasurer's monthly financial

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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 Projects and Debt Service)

- C. Buildings and Grounds Committee:
Kenneth Cornell, Chairperson
Daniel Puntillo, Member
Luc 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

Curriculum Report (Attachment C-2)

1. 2018 Summer Programs

RESOLVED that the Board of Education approve the attached 2018 Summer Programs for Somerville Middle School and Van Derveer School. (Attachment C-3)

2. 2018 Title I Summer Reading Program

RESOLVED that the Board of Education approve the attached 2018 Title I Summer Programs for Somerville Middle School and Van Derveer School. (Attachment C-3)

3* 2018 Summer Programs

RESOLVED that the Board of Education approve the attached 2018 Summer Programs for Somerville High School. (Attachment C-3)

- 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/regulations for a first reading: (Attachment C-4)

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+ Subject to change as per the SEA contract negotiations

P	1314	Fundraising and Donations by Outside Organizations
P	2131	Chief School Administrator
P/R	3514.1	School Furnished Electronic Device: Distribution and Use
R	4112.4/4212.4	Exposure Control Plan
P	4115	Supervision
P/R	4116	Evaluation of Teaching Staff Members
P	4119.26/4219.26	Electronic Communication by School Staff
P	4131/4131.1	Staff Development; Inservice Education/Visitations/Conferences
P	5113	Attendance, Absences, and Excuses
P/R	5141.6	Suicide and Self-Destructive Behavior
P	6142.10	Internet Safety and Technology
P	6145.1/6145.2	Intramural Competition; Interscholastic Competition
P	6164.4	Child Study Team

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

Technology Committee Report (Attachment C-5)

- H.** Borough Council/B.O.E. 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

- L.** Ad Hoc Negotiations Committee:
Daniel Puntillo, Chairperson
Derek Jess, Member
John Prudente, Member

- M.** Ad Hoc Residency Committee:
Erin Sweitzer, Chairperson
Candace Matthews, Member
Daniel Puntillo, Member

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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 retirement/resignation of Vanessa Sciorra from the position of school nurse at Van Derveer School effective June 30, 2018.
2. To approve a change in date of retirement for Jannette Coco from April 7, 2018 to March 23, 2018.
3. To approve a paid medical leave of absence for Mary Honrath, guidance counselor at Somerville Middle School, effective March 12, 2018 through April 6, 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)

- 4* To approve the appointment of the following individuals to the position of substitute teacher for the 2017-2018 school year at the rate of \$105.00 per diem:
Odile Jean Pierre
Nicholas Wahba
Sarah Javier
- 5* To approve the appointment of Allison Kacarevic to the position of substitute nurse for the 2017-2018 school year at the rate of \$255.00 per diem.
- 6* To accept the resignation of Lachezar Stoyanov from the position of part-time support specialist effective March 2, 2018.
- 7* To approve the appointment of Andrew Steinmetz to the position of part-time support specialist for the Somerville Public Schools effective March 5, 2018 to June 30, 2018 at the rate of \$20.00 per hour not to exceed 29 hours per week.

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 appropriate;*

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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. ADJOURNMENT



Somerville Public Schools

Somerville Board of Education Approval of Field Trip Requests

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

Date approved by the Board of Education: _____

Season/Year	School	Destination	Board of Education Cost if any
VDV	Spring, 2018	Ridge High School - Basking Ridge, NJ	Transportation
VDV	Winter, 2018	Somerville High School - Somerville, NJ	Transportation
SHS	Spring, 2018	Museum of Jewish Heritage - NYC, NY	Transportation
SHS	Spring, 2018	Somerset County Jail - Somerville, NJ	Transportation
SHS	Spring, 2018	Stabler Arena @ Lehigh University - Bethlehem PA	Transportation
SHS	Spring, 2018	Stabler Arena @ Lehigh University - Bethlehem PA	Transportation
SHS	Spring, 2018	Stabler Arena @ Lehigh University - Bethlehem PA	Transportation
SHS	Spring, 2018	Stabler Arena @ Lehigh University - Bethlehem PA	Transportation
SHS	Spring, 2018	Quality Inn & Suites - Windsor - Ontario Canada	None
SHS	Spring, 2018	Quality Inn & Suites - Windsor - Ontario Canada	None
SHS	Spring, 2018	Quality Inn & Suites - Windsor - Ontario Canada	None
SHS	Spring, 2018	Quality Inn & Suites - Windsor - Ontario Canada	None
SHS	Spring, 2018	Quality Inn & Suites - Windsor - Ontario Canada	None
SHS	Spring, 2018	Montgomery High School - Skillman, NJ	Transportation
SHS	Spring, 2018	Montgomery High School - Skillman, NJ	Transportation
SHS	Spring, 2018	Montgomery High School - Skillman, NJ	Transportation
SHS	Spring, 2018	Bridgewater-Raritan HS - Bridgewater, NJ	Transportation
SHS	Spring, 2018	Bridgewater-Raritan HS - Bridgewater, NJ	Transportation
SHS	Spring, 2018	Bridgewater-Raritan HS - Bridgewater, NJ	Transportation
SHS	Spring, 2018	Cooper Union - NYC, NY	Transportation
SHS	Spring, 2018	Grounds for Sculpture - Hamilton Township, NJ	Transportation
SHS	Spring, 2018	Patriots Stadium - Bridgewater, NJ	Transportation
SHS	Spring, 2018	FDU Pharmacy School - Florham Park, NJ	Transportation
SHS	Winter, 2018	Atlantic City, NJ	None
SHS	Winter, 2018	Middle School - Branchburg, NJ	Transportation
SHS	Winter, 2018	Middle School - Somerville, NJ	Transportation



Somerville Public Schools

Somerville Board of Education Approval of Travel Expenses

Date presented to the Board of Education: February 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)			
Baccash, Diana	1	B	Liberty Science Center	2	6/18-19/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Picademy North America
Baccash, Diana	1	B	The College of NJ	5	7/30-8/3/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Discoveries Summer Workshop
Conklin, Lisa	1	B	NJ Statehouse - Trenton, NJ	1	3/9/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Youth Art Month - State Exhibit & Reception
Greenfield, Jessica	1	B	NJ State Bar Foundation - New Brunswick, NJ	1	4/11/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	How to Teach the Holocaust Training
Helwig, Patricia	2	B	East Brunswick, NJ	2	2/22-23/2018	\$170.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJMEA Conference
Honrath, Mary	2	B	Dukes Farm - Hillsborough, NJ	1	4/6/2018	\$50.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Growing Green Minds - School Gardens
Hons, Cathy															
Hudson, Jeremy	1	B	Bryn Maur, PA	1	3/2/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Harcum College - School Counselor Day
Hudson, Jeremy	2	B	Rutgers - New Brunswick, NJ	1	3/22/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Rutgers Spring Counselor Conference
Hudson, Jeremy	1	B	Newark, DE	1	4/6/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	University of Delaware Campus Tour
Hudson, Jeremy	2	B	Kean University	1	4/13/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJSCA Conference -
Hudson, Jeremy	1	B	Princeton, NJ	1	5/4/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Princeton University Campus Tour
Hudson, Jeremy	2	B	Golden Nugget - Atlantic City, NJ	1	5/21/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJACAC Spring Conference

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

Date approved by the Board of Education: _____

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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)		
Kessler, Victoria	1	B	Seton Hall - So. Orange, NJ	1	3/5/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Jews and Resistance in France during WWII
Malespina, Elissa	1	B	NJIT	1	2/22/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Future Ready Schools
Milici, Nicholas	2	B	Rutgers - New Brunswick, NJ	1	3/22/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Rutgers Spring Counselor Conference
Milici, Nicholas	2	B	Kean University	1	4/13/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJSCA Spring Conference
Orozco, Steven	1	B	Professional Development Academy - Piscataway, NJ	1	3/6/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Wingman Workshop - A social/emotional learning framework for schools
Petronko, Nicholas	1	B	Dukes Farm - Hillsborough, NJ	1	4/6/2018	\$50.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Growing Green Minds - School Gardens
Rastelli, Lori	1	B	Professional Development Academy - Piscataway, NJ	1	4/13/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Topics in Transition Planning for Students with Disabilities
Sarles, Richard	1	B	NJ State Bar Foundation - New Brunswick, NJ	1	4/11/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	How to Teach the Holocaust Training
Spautz, Daniel	2	B	Long Branch, NJ	2	2/26-27/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJASHPERD Annual Convention
Sung, Joanne Carleo, Valentina	1	B	Hillsborough Township BOE	1	5/1/2018	\$219.00 each	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Higher Level Thinking Skills
Thompson, Christine	1	B	Seton Hall - So. Orange, NJ	1	4/6/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	College Counseling
Thompson, Christine	1	B	Manhattan / Riverdale NY	1	4/18/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	College Counseling
Tovi -Jones, Karen	1	B	Professional Development Academy - Piscataway, NJ	1	3/6/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Wingman Workshop - A social/emotional learning framework for schools