

**WORKSHOP/REGULAR MEETING  
TUESDAY, FEBRUARY 7, 2017  
ADMINISTRATIVE HEADQUARTERS**

**Mission Statement**

Somerville Schools provide the highest quality education through an environment that promotes individual excellence.

**TIME AND PLACE** The Board of Education of the Borough of Somerville in the County of Somerset, New Jersey convened a Workshop/Regular Meeting on Tuesday, February 7, 2017 at the Administrative Headquarters, 51 West Cliff Street, Somerville.

The meeting was called to at 7:00 p.m. by Mr. Chin, President.

**ROLL CALL** **MEMBERS PRESENT:** Mr. Norman Chin, Mrs. Dianne Durland, Mrs. Carmela Noto, Mrs. Linda Olson, , Mr. Daniel Puntillo, Mr. Lucien Sergile, Mrs. Erin Sweitzer

**MEMBERS ABSENT:** Mr. Kenneth Cornell, Mr. James Jones, Mr. John Prudente

**ALSO PRESENT:** Dr. Timothy Purnell, Superintendent of Schools, Mr. Bryan P. Boyce, Board Secretary/School Business Administrator

Mr. Chin announced that 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 January 3, 2017, notices 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.

**PUBLIC COMMENT** There was no public comment.

**SUPERINTENDENT'S  
REPORT**

**EVVRS Mid-Year Report**

Dr. Timothy J. Purnell, Superintendent of Schools

Dr. Purnell provided the EVVRS Mid-Year Report for the reporting period September 2016 through December 2016. This report is mandated by the Anti-bullying Bill of Rights Act and includes information on: count of incidents by reporting category (e.g. violence, weapons, substance abuse); count of incidents by school, offender information, victim information. Report also includes HIB information such as nature of HIB based on one of the protective categories, number of confirmed HIB cases. Dr. Purnell highlighted the training and programs implemented by the district as well as other programs and guiding policies. The district has posted the 2015-2016 HIB grades on the district website as well as the Mid-Year Report.

**Emergency Management Plan**

Ms. Melissa McEntee, Director of 21<sup>st</sup> Century Education

Dr. Purnell explained that the Emergency Management Plan (EMP) submission for approval to the Board of Education was delayed because the County pushed out a new response protocol called Standard Response Protocol (SRP). This is a county-wide protocol written in response to the curriculum of "I love u guys" Foundation. All staff have been trained at the beginning of the year, but the Prosecutor's Office had a separate addendum.

Ms. Melissa McEntee, Director of 21<sup>st</sup> Century Education discussed the changes to the EMP which includes a Quick Reference Guide for all staff members and updated "In an Emergency" posters in each of our classrooms. This plan was developed in collaboration with our stakeholders: Mr. Prudente, Chair of the Ad Hoc Security Committee, Somerville's Fire Chief, Office of Emergency Management and the Police Department.

**RESOLVED** that the Board of Education approve the attached Emergency Management Plan for the 2016-2017 school year.

Mrs. Durland introduced and moved the adoption of the resolution, Mr. Sergile seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sergile	YES
Durland	YES	Sweitzer	YES
Jones	ABSENT	Olson	YES
Prudente	ABSENT	Chin	YES
Puntillo	YES	*Noto	N/A

#### New Website

Ms. Melissa McEntee, Director of 21<sup>st</sup> Century Education

Ms. Melissa McEntee, Director of 21<sup>st</sup> Century Education walked-through the template for our new district website. Creating a new website is one of the Board and District goals. Ms. McEntee highlighted the Chain of Communication which will feature chain of command by topic (e.g. Athletics, Discipline, HIB, Title I, etc.). The website is currently in production and will be live shortly.

#### District Highlights

Dr. Timothy J. Purnell, Superintendent of Schools

Dr. Purnell recognized Ms. Lindsey Frevert at Van Derveer School for receiving the Milken Education Award.

Dr. Purnell reported that a professional development session for all staff will be held on February 17 which will focus on creating the trauma informed and trauma sensitive classroom. He thanked Dr. Tanya McDonald, Director of Special Services for facilitating the program.

Dr. Purnell mentioned that a copy of the Superintendent of Schools job description was provided to all members of the Board. He requested that they let Mr. Chin know by February 15 if they have any recommendations for changes.

Dr. Purnell recognized Ms. Nancy Kishbaugh at Van Derveer School for receiving the Teacher Who Makes Magic Award.

Dr. Purnell reported on various student

activities at Van Derveer School, Somerville Middle School and Somerville High School.

**OLD BUSINESS**

None

**NEW BUSINESS**

It is recommended that Items 1 through 10 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 #2016-2017:5SHS-NC.

**2. 2017-2018  
SCHOOL CALENDAR**

**RESOLVED** that the Board of Education approve the attached 2017-2018 school calendar.

**3. 2017 SUMMER  
PROGRAMS**

**RESOLVED** that the Board of Education approve the attached 2017 Summer Programs for grades K-12 contingent on Title I funding.

**4. NONPUBLIC  
SECURITY GRANT**

**RESOLVED** that the Board of Education approve the attached New Jersey Nonpublic School Security Aid Program Order Forms for Immaculate Conception and Immaculata High School.

**5. VAN DEVEER  
SCHOOL TOILET  
ROOM RENOVATIONS**

**BE IT RESOLVED** that the Somerville Board of Education authorizes Settembrino Architects to submit capital improvement project at the following school to the State of New Jersey Department of Education for review and approval:

School Project

Toilet Room Renovations at Van Derveer School  
State Project # 4820-090-17-2000

The project shall include the toilet room renovations at the existing school. This project is another capital project. The Somerville Board of Education is not seeking any state funding for this project.

**BE IT FURTHER RESOLVED** that the Somerville Board of Education authorizes amendment to the District's approved LRFPP to include the following as a capital improvement project:

School Project

Toilet Room Renovations at Van Derveer School  
State Project # 4820-090-17-2000

**6. AUTHORIZATION  
TO BID VAN  
DERVEER SCHOOL  
TOILET ROOM  
RENOVATIONS  
PROJECT**

**RESOLVED** that the Somerville Board of Education authorizes the advertisement of the Van Derveer School Toilet Room Renovation Project for public bid in accordance with the Public School Contracts Law NJSA 18A:18A-1 et seq.

**7. SHARED  
SERVICES  
AGREEMENT FOR  
ENGINEERING  
SERVICES**

**WHEREAS**, the Somerville Board of Education is desirous of contracting with the County of Somerset to provide engineering and related services; and

**WHEREAS**, the County is desirous of providing those engineering and related services to the Board of Education in accordance with the terms of the enclosed agreement; and

**WHEREAS**, the Uniformed Shared Services Act (N.J.S.A. 40A:65-1 et. seq.) authorizes and empowers the County and the Board of Education to enter into this Agreement and for the County to provide the services contemplated by this agreement to the Board of Education;

**THEREFORE BE IT RESOLVED** that the Board of Education approve the enclosed Shared Services Agreement between the County of Somerset and the Somerville Board of Education for engineering and related services.

**8. NETWORK  
SWITCH  
REPLACEMENT AND  
INSTALLATION**

**WHEREAS**, the Somerville Board of Education (hereinafter referred to as the "Board") has determined that it is necessary and advisable to purchase equipment and services for a LAN Upgrade (hereinafter referred to as the "Services and Equipment"); and

**WHEREAS**, the Board was approved for \$66,586.54 of Category 2 funding through the E-Rate Program; and

**WHEREAS**, the Board solicited three (3) quotations from interested vendors; and

**WHEREAS**, Millennium Communications Group ("Millennium"), who is a "fulfillment partner" for Cisco Systems, Inc., pursuant to the Western States Contracting Alliance (WSCA), Contract No. AR233, and Participating Addendum, State Contract

No. 87720, submitted the lowest responsible quotation; and

**WHEREAS**, the Board desires to acquire the Services and Equipment from Millennium.

**NOW THEREFORE, BE IT RESOLVED** that pursuant to State Contract No. 87720 the Board hereby approves the purchase of the Services and Equipment from Millennium in the amount of \$104,090 (\$66,586.54 of which will be paid from the Category 2 funding received through the E-Rate Program).

**BE IT FURTHER RESOLVED** the Board President and the School Business Administrator/Board Secretary are hereby authorized to execute any and all documents necessary to effectuate the terms of this Resolution.

**9. FIELD TRIPS**

**RESOLVED** that the Board of Education approve the enclosed request for field trips.

**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.

Mr. Sergile introduced and moved the adoption of the resolution, Mrs. Durland seconded.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sergile	YES
Durland	YES	Sweitzer	ABSTAIN
Jones	ABSENT	Olson	YES
Prudente	ABSENT	Chin	YES
Puntillo	YES	*Noto	N/A

**PERSONNEL**

**RESOLVED** that the Board of Education approve and/or accept the Superintendent's Recommendations as follows:

*(All appointments and salaries subject to verification of documentation.)*

**PreK-8**

Motion by Mr. Sergile seconded by Mrs. Durland that items **1 through 5** be moved, upon recommendation of the Superintendent.

1. **ADRIANA WHITE** **APPROVE** a paid maternity leave of absence for Adriana White, teacher of special education at Van Derveer School, effective April 24, 2017 to May 5, 2017 and unpaid childcare leave of absence in accordance with the New Jersey Family Leave Act effective May 8, 2017 to November 3, 2017.
2. **LANCE HILFMAN** **APPROVE** the appointment of Lance Hilfman to the leave replacement position of teacher of mathematics, a non-tenured position, at Somerville Middle School to fill a vacancy caused by a child care leave (Dlugosz) effective February 8, 2017 to April 8, 2017 at a salary of \$75,447.00 (MA Step 12) (prorated).
3. **KELLY MULLIGAN** **RESCIND** the salary guide placement for Kelly Mulligan of MA+15.
4. **KELLY MULLIGAN** **APPROVE** the salary guide placement for Kelly Mulligan to MA effective February 1, 2017.
5. **FREDDIE SHAKER** **APPROVE** the appointment of Freddie Shaker to serve as a Mosaic Project Mentor at Van Derveer School for the 2016-2017 school year at no additional remuneration.

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sergile	YES
Durland	YES	Sweitzer	YES
Jones	ABSENT	Olson	YES

Prudente	ABSENT	Chin	YES
Puntillo	YES	*Noto	N/A

**RESOLVED** that the Board of Education approve and/or accept the Superintendent's Recommendations as follows:  
*(All appointments and salaries subject to verification of documentation.)*

**9-12, Districtwide**

Motion by Mrs. Durland seconded by Mr. Sergile that items **6\* through 12\*** be moved, upon recommendation of the Superintendent.

**6\* KATHLEEM  
MCCABE**

**APPROVE** a paid maternity leave of absence for Kathleen McCabe, teacher of physical education at Somerville High School, effective May 11, 2017 to June 30, 2017.

**7\* GRACE  
ASHFORTH**

**APPROVE** the appointment of Grace Ashforth to the leave replacement position of teacher of English, a non-tenured position, at Somerville High School to fill a vacancy caused by a child care leave (Iannuzzi) effective April 3, 2017 to June 30 2017 at a salary of \$58,936.00 (MA Step 1) (prorated).

**8\* CLUB ADVISOR  
JOB DESCRIPTION**

**APPROVE** the attached club advisor job description.

**9\* TEACHER JOB  
DESCRIPTION**

**APPROVE** a change of the attached job description title from K-12 Subject Area Teacher to Teacher.

**10\* VICTORIA  
GLANVILLE**

**APPROVE** the appointment of Victoria Glanville to the position of teacher of biological science; instructional: certificate of teacher of science, at Somerville High School to fill a vacancy caused by a resignation (DiOrion) effective March 1, 2017 to June 30, 2017 at a salary of \$59,242.00 (MA Step 3) (prorated).

**11\* MICHELLE  
EDGAR**

**APPROVE** the appointment of Michelle Edgar to the position of volunteer/chaperone for the Amnesty International Club at Somerville High School for the 2016-2017 school year.



**12\* SUBSTITUTE  
TEACHERS 2016-  
2017**

**APPROVE** the appointment of the following individuals to the position of substitute teachers for the 2016-2017 school year at \$90.00 per diem:

- Sean Barowski
- Diane Fazio
- Marycarmen Tapia

Upon call of the roll, the vote was as follows:

Cornell	ABSENT	Sergile	YES
Durland	YES	Sweitzer	YES
Jones	ABSENT	Olson	YES
Prudente	ABSENT	Chin	YES
Puntillo	YES	*Noto	YES

**PUBLIC COMMENT**

Mr. Ben Weiland, 463 Lomerson Ln., Glen Gardner. He commented that the first negotiations meeting will be held on Tuesday, February 14.

Ms. Christine Bliss, 248 Woodfern Rd., Neshanic Station. She thanked Dr. Purnell and members of the Board of Education for supporting the co-op agreement with Bernards High School and the varsity ice hockey program. She indicated that this is the sixth year of the program and has been very successful with 20-23 students on average from each district. She reported that this year however, there is a disproportionate share of students (2/3<sup>rd</sup> Somerville and 1/3<sup>rd</sup> Bernards). She would like to see that we get the word out promoting the program and also consider increasing the funding since most of the students currently participating are from Somerville High School.

**EXECUTIVE  
SESSION**

**RESOLVED** that the Board of Education move to recess into executive session at 7:47 p.m. to discuss a student matter and negotiations. 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. No action will be taken.

Mr. Puntillo introduced and moved the adoption of the resolution; Mrs. Durland seconded.

Upon call for a voice vote, the vote was as follows:

\*Branchburg Vote Eligible

Cornell	ABSENT	Sergile	YES
Durland	YES	Sweitzer	YES
Jones	ABSENT	Olson	YES
Prudente	ABSENT	Chin	YES
Puntillo	YES	*Noto	N/A

The Board of Education reconvened to public session at 8:22 p.m.

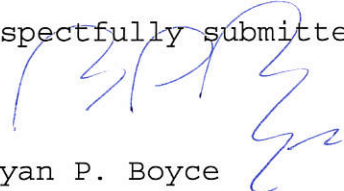
Dr. Purnell stated that originally the ice hockey program was pitched at no cost to Somerville Board of Education.

**ADJOURNMENT**

With nothing further, to be discussed, Mrs. Durland motioned to adjourn and the motion was seconded by Mr. Sergile that the meeting be adjourned at 8:22 p.m.

Upon call for a voice vote, the motion was carried unanimously.

Respectfully submitted,

  
Bryan P. Boyce  
Board Secretary