

# SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street  
Somerville, NJ 08876

## AGENDA

Tuesday, March 19, 2019  
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. 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 January 3, 2019. 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.

#### IV. ROLL CALL OF MEMBERS

#### 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:

February 19, 2019	Regular Meeting
February 19, 2019	Executive Session
March 5, 2019	Regular Meeting
March 5, 2019	Executive Session

**VII. BOARD PRESIDENT'S REPORT**

**VIII. SUPERINTENDENT'S REPORT**

District Highlights

Dr. Timothy M. Teehan, Superintendent of Schools

**IX. REPORT OF BOARD ITEMS/COMMITTEE REPORTS**

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

- B.** Finance Committee:  
 Erin Sweitzer, Chairperson

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 (February) (Attachment C-1)
- B. Secretary's Report (February) (Attachment C-2)
- C. Investments (February) (Attachment C-3)

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

D. Food Services (February) (Attachment C-4)

2. Acceptance of Monthly Reports

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

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

3. Payroll

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

DATE	PAYROLL
February 28, 2019	\$ 1,134,302.19
February 28, 2019	\$ 16,876.95 (FICA)
March 15, 2019	\$ 1,259,546.07
March 15, 2019	\$ 26,139.64 (FICA)

4. Bills List

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

Van Derveer School and Somerville Middle School	
Bills List Dated March 19, 2019	
10 General Fund	\$ 80,310.04
20 Special Revenue Fund	9,622.77
30 Capital Projects Fund	210.00
TOTAL	\$ 90,142.81

5. Line Item Transfers

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

It is recommended that Item **6\*** through **12\*** 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 C-8)

\* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

Somerville High School and Districtwide Bills List Dated March 19, 2019	
10 General Fund	\$ 861,730.56
20 Special Revenue Fund	141,561.82
30 Capital Projects Fund	210.00
60 Cafeteria Fund	64,058.06
TOTAL	\$ 1,067,560.30

7\* 2019-2020 School Year Interlocal Transportation Services Resolution/Agreement for Participation in Coordinated Transportation Services

**WHEREAS**, Somerville Board of Education (“Board”) desires to transport special education, public and vocational school students to specific destinations; and

**WHEREAS**, the Somerset County Educational Services Commission (“SCESC”) offers coordinated transportation services; and

**WHEREAS**, the SCESC will organize, provide and schedule routes to achieve the maximum cost effectiveness;

**NOW THEREFORE**, it is agreed the Board will pay prorated contract costs, plus an administration fee of 4%, as presented to the Board as calculated by the billing formula adopted by the SCESC. The total amount to be charged to the Board will be adjusted based on actual costs. Payments will be due within 30 days of receipt by the district and deemed late after 60 days with an additional 1% fee for late payments. At the discretion of the SCESC, late fee charges may be waived for extenuating circumstances. (Attachment C-9)

8\* Approval of Tentative School District Budget for 2019-2020

**WHEREAS**, the Somerville Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, N.J.A.C. 6A:23A-7.4 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, the amount spent for travel and conferences in 2018-2019 to date is \$35,524; and

**WHEREAS**, the maximum travel expenditure amount established for 2018-2019 is \$51,335; and

**WHEREAS**, included in the 2019-2020 proposed budget is a maximum regular business travel amount of \$1,500 per employee; and

\* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

**THEREFORE, BE IT RESOLVED**, per N.J.A.C. 6A:23A-7.3, the proposed 2019-2020 budget establishes \$52,555 as a maximum travel expenditure amount for all staff and board members; and

**BE IT FURTHER RESOLVED** that the Somerville Board of Education approves a capital reserve deposit in the amount of \$125,000 for the purpose of replacement of synthetic turf fields at Somerville High School, and

**BE IT FURTHER RESOLVED** that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE FUND</u>	<u>DEBT SERVICE FUND</u>	<u>TOTAL</u>
<b>2019-2020 Total Expenditures</b>	44,340,866	2,359,292	1,982,0200	48,682,178
<b>Less: Anticipated Revenues</b>	<u>21,559,318</u>	<u>2,359,292</u>	<u>364,662</u>	<u>24,283,272</u>
<b>Taxes to be Raised</b>	<u>22,781,548</u>	<u>0.0</u>	<u>1,617,358</u>	<u>24,398,906</u>

And to advertise said tentative budget in the Courier News in accordance with the form suggested by the State Department of Education and according to law; and

**BE IT FURTHER RESOLVED**, that a public hearing be held in the District Offices located at 51 West Cliff Street, Somerville, New Jersey on April 30, 2019 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year; and

**BE IT FURTHER RESOLVED**, that the proposed budget includes sufficient funds to provide curriculum and instruction that will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

**9\*** 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

\* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

**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 C-10)

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, 2019 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:  
Daniel Puntillo, Chairperson

Facilities Report (Attachment C-11)

- D. Athletics and Student Activities Committee:  
Lucien Sergile, Chairperson

- E. Curriculum Committee:  
Denise Van Horn, Chairperson

Committee Report (Attachment C-12)

It is recommended that Items **1** through **3** 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 #2018-2019:4VDV-NC.
- 2. 2019 Summer Spanish Programs for Current 8th Grade Students  
**RESOLVED** that the Board of Education approve the attached 2019 Summer Spanish Programs for current eighth grade students at Somerville Middle School. (Attachment C-13)
- 3. Somerville Middle School French Coaching Program  
**RESOLVED** that the Board of Education approve the newly-created Somerville French Coaching class for students taking APEX French. (Attachment C-14)

It is recommended that Items **4\*** and **5\*** be moved upon the recommendation of the Superintendent of Schools.

- \* Branchburg Vote Eligible
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4\* Harassment, Intimidation and Bullying Report  
**RESOLVED** that the Board of Education hereby acknowledges receipt of the monthly Harassment, Intimidation and Bullying unconfirmed report cases #2018-2019:15SHS-NC.

5\* Field Trips  
**RESOLVED** that the Board of Education approve the enclosed request for field trips. (Attachment C-15)

F. Technology Committee  
Denise Van Horn, Chairperson

Technology Committee Report (Attachment C-16)

## X. **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 approve the appointment of Grace Mandato to the position of volunteer at Somerville Middle School for the 2018-2019 school year to establish a book discussion group for students.
2. To accept the retirement/resignation of Georgette Boulegeris from the position of Principal of Somerville Middle School effective June 30, 2019.
3. To abolish the four-fifths (4/5) Speech Therapist position at Van Derveer School effective April 1, 2019.
4. To approve the newly created position of full-time Speech Therapist at Van Derveer School effective April 1, 2019.
5. To transfer Dayle Reavey from the position of four-fifths (4/5) Speech Therapist to the position of full time Speech Therapist at Van Derveer School effective April 1, 2019.
6. To abolish the following positions at Van Derveer School for 2019-2020 school year:  
Principal PS-2  
Principal 3-5
7. To approve the following newly-created positions at Van Derveer School for the 2019-2020 school year:  
Principal PS-5  
Assistant Principal

\* Branchburg Vote Eligible

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8. To approve the transfer of Robert Reavey from the position of Principal 3-5 at Van Derveer Elementary School to the newly created position of Principal PS-5 at Van Derveer Elementary School from July 1, 2019 to June 30, 2020 at his current salary.
9. To approve the appointment of the attached list of staff members for the 2019 Title I Summer Reading Program being held July 1, 2019 and through July 25, 2019 from 8:30 am to 11:30 am at half their per diem rate. (Attachment P-1)
10. To approve the newly-created position of Somerville Middle School French coach.
11. To approve the appointment of the following individuals to the position of French Coach at Somerville Middle School for the 2018-2019 school year at a rate of \$72.00+ per hour:  
Victoria Kessler  
Susan Kiley-Taylor
12. To approve the appointment of the following individuals to the position of instructor for the Zero-Period Spanish Enrichment Program at Somerville Middle School one day a week beginning March 25, 2019 at a rate of \$36.00+ per hour.  
Joanna Santana  
Ines Cantatore
13. To approve an unpaid child care leave of absence in accordance with the NJ Family Leave Act for Thomas George, teacher of Physical Education at Somerville Middle School effective May 1, 2019 through June 7, 2019.

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)

- 14\* To approve the appointment of the following individuals to the position of substitute teacher for the 2018-2019 school year at the approved substitute rate.  
Heather Cullen  
Sheila Van Diver
- 15\* To approve an extension to the medical leave of William Penn, instructional assistant at Somerville High School to May 13, 2019.
- 16\* To approve the appointment of Kerri Ireland to administer Advanced Placement Exams for the May 2019 testing period at Somerville High School at the rate of \$36.00+ per hour.
- 17\* To approve the appointment of the following individuals to serve as member of the School Improvement Panel at Somerville High School for the 2018-2019 school year at no additional remuneration:

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

Jennifer DePace  
Victoria Kessler

**XI. OLD BUSINESS**

**XII. NEW BUSINESS**

**XIII. 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:*

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- 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.*

**XIV. EXECUTIVE SESSION**

**RESOLVED** that the Board of Education move to recess into executive session to discuss HIB confirmed cases #2018-2019:4SMS and 2018-2019:5SMS 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. Action may be taken.

**XV. 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: March 19, 2019

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

Season/Year	School	Destination	Board of Education Cost if any
Spring, 2019	VDV	Somerville Fire Museum	Transportation
Spring, 2019	VDV	Somerville Fire Museum	Transportation
Spring, 2019	VDV	Somerville Fire Museum	Transportation
Spring, 2019	VDV	Somerville Fire Museum	Transportation
Spring, 2019	VDV	Somerville Fire Museum	Transportation
Spring, 2019	VDV	Somerville Fire Museum	Transportation
Spring, 2019	VDV	Somerville Fire Museum	Transportation
Spring, 2019	VDV	Turtle Back Zoo - West Orange	None/Students Pay
Spring, 2019	SMS	Exchange Field - Somerville	None/Walking
Spring, 2019	SHS	RVCC - Branchburg	Transportation
Spring, 2019	SHS	Six Flags Great Adventure - Jackson	Transportation
Spring, 2019	SHS	Rutgers - Sonny Werblin Center - New Brunswick	Transportation
Spring, 2019	SHS	RVCC - Branchburg	Transportation
Spring, 2019	SHS	RVCC - Branchburg	Transportation
Winter, 2019	SHS	Pfizer - Peapack	Transportation
Winter, 2019	SHS	Shake Shack - Bridgewater	Transportation
Spring, 2019	SHS	Monmouth County Fire Academy - Freehold	Transportation
Summer, 2019	SHS	Stony Acres Lodge - Marshalls, PA	Transportation
Winter, 2019	SHS	Newark Airport - LaGuardia Airport	Transportation



# Somerville Public Schools

Somerville Board of Education Approval of Travel Expenses

Date presented to the Board of Education: March 19, 2019

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	
Cantatore, Ines	2	B	APA Hotel - Woodbridge	2	4/5-6/2019	\$245.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	FLENJ Annual Conference
Cantatore, Ines	1	B	PSA - Monroe Township	1	5/2/2019	\$175.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Finding Your Voice
DeLuca, Kathleen	1	B	Convention Center - Atlantic City	1	5/10/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJPN Annual Addiction Conference
Deminski, Aubree	2	B	St. Francis Conference Center - Denville	2	4/8-9/2019	\$395.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Positive Discipline in the School/Classroom
Gabriel, Jimmy	1	B	Somerset County Vo-Tech - Bridgewater	1	4/5/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Pest Control Coordinators Training
Gabriel, Jimmy	1	B	Somerset County Vo-Tech - Bridgewater	1	4/26/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Indoor Air Quality Training
Greenfield, Jessica	1	B	Rutgers - New Brunswick	1	4/30/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	The Holocaust in Poland and its aftermath under Communism
Ireland, Kerri	2	C	Houston, TX	5	7/1-5/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NEA Conference
Ireland, Kerri	1	C	Rutgers - Somerset	1	7/30/2019	\$0.00	15.8	\$4.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	AP Coordinator Workshop
Lauri (Bartfield), Alexand	1	B	Colorado Springs - CO	4	4/2-5/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	DALI Summit
Milici, Nicholas	2	B	Rider University	1	3/27/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Rider Counselor Breakfast
Mulligan, Christopher	1	B	A. Philip Randolph Campus High School - New York	1	8/28/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	AP Coordinator Workshop
O'Neil, Brian	2	B	Ramapo College - Mahwah	1	3/22/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJCEC Conference
Reavey, Dayle	2	B	Long Branch	1	5/3/2019	\$250.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJSHA Convention

Notes:

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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)			
Santana, Joanne	2	B	APA Hotel - Woodbridge	2	4/5-6/2019	\$245.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	FLENJ Annual Conference
Santana, Joanne	1	B	PSA - Monroe Township	1	5/2/2019	\$175.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Finding Your Voice
Wong, Andrea	1	B	Rutgers - New Brunswick	1	4/30/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	The Holocaust in Poland and its aftermath under Communism
Zurawiecki, Danielle	1	B	Hunterdon Medical Center	1	3/20/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Conscious Discipline