

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, March 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:

February 20, 2018	Regular Meeting
March 6, 2018	Workshop/Regular Meeting
March 6, 2018	Executive Session

VII. SUPERINTENDENT'S REPORT

District Highlights

Dr. Timothy M. Teehan, Superintendent of Schools

VIII. OLD BUSINESS

IX. NEW BUSINESS

It is recommended that Item **1** be moved upon the recommendation of the Superintendent of Schools.

1. Combined Preschool Grant Application for 2018-2019/Update to 2017-2020 Three-Year Preschool Program Plan

RESOLVED that the Board of Education approve the attached Combined Preschool Grant Application for 2018-2019/Update to 2017-2020 Three-Year Preschool Program Plan. (Attachment NB-1)

It is recommended that Items **2* through 4*** be moved upon the recommendation of the Superintendent of Schools.

2* Harassment, Intimidation and Bullying Report

RESOLVED that the Board of Education hereby acknowledges receipt of the monthly Harassment, Intimidation and Bullying unconfirmed report cases #2017-2018:11SHS-NC; #2017-2018:12SHS-NC and #2017-2018:13SHS-NC.

* Branchburg Vote Eligible

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3* Field Trips
RESOLVED that the Board of Education approve the enclosed request for field trips.
(Attachment NB-2)

4* 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-3)

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 (February) (Attachment B-1)
- B. Secretary's Report (February) (Attachment B-2)
- C. Investments (February) (Attachment B-3)
- D. Food Services (February) (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 Student Activities Fund (February)
- B. Somerville Middle School Student Activities Fund (February)

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- 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, 2018	\$ 1,114,279.66
February 28, 2018	\$ 16,318.23 (FICA)
March 15, 2018	\$ 1,247,200.55
March 15, 2018	\$ 26,559.32 (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 School and Somerville Middle School	
Bills List Dated March 20, 2018	
10 General Fund	\$ 67,774.16
20 Special Revenue Fund	8,989.32
30 Capital Project Fund	526.15
60 Cafeteria Fund	79.05
TOTAL	\$ 77,368.68

5. Line Item Transfers

RESOLVED that the Board of Education approve the enclosed February 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)

Somerville High School and Districtwide	
Bill List March 20, 2018	
10 General Fund	\$ 746,601.41
20 Special Revenue Fund	34,750.40
30 Capital Project Fund	88.64
60 Cafeteria Fund	70.440.34
TOTAL	\$ 851,880.79

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

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of February 28, 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 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
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

- 1. Be your Own Kind of Beautiful Girl Power Club

RESOLVED that the Board of Education approve the newly-created Be Your Own Kind of Beautiful Girl Power Club at Somerville Middle School for the 2017-2018 school year.

- 2* Red Cross Club

RESOLVED that the Board of Education approve the newly-created Red Cross Club at Somerville High School for the 2017-2018 school year.

- 3* Fitness Club

RESOLVED that the Board of Education approve a Fitness Club at Somerville High School for the 2017-2018 school year.

- E. Curriculum Committee:
Denise Van Horn, Chairperson
Candace Matthews, Member
Lucien Sergile, Member

- 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/regulations for a second reading: (Attachment C-2)

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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-3)

- 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

- 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 approve the appointment of Marycarmen Tapia to the leave replacement position of instructional assistant at Van Derveer School to fill a vacancy caused by a medical leave (Kerestes) effective March 20, 2018 to May 11, 2018 at a salary of \$36,613.00 (Step 1) (prorated).
2. To approve the appointment of the following staff members to the position of volunteer club advisor for the newly created Be Your Own Kind of Beautiful Girl Power Club at Somerville Middle School for the 2017-2018 school year at no additional remuneration:

Helena Sroczynski
Debra Trifari

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)

- 3* To approve the appointment of Nicholas Milici to the position of club advisor for the newly created Red Cross Club at Somerville High School for the 2017-2018 school year at no additional remuneration.
- 4* To approve the appointment of Jessie Elaesser to the position of substitute teacher for the 2017-2018 school year at the rate of \$105.00 per diem.
- 5* To approve the transfer of Stacy Williams from the position of Secretary to the Principal of Van Derveer School 3-5 to the position of Secretary to the Business Administrator effective May 1, 2018 to June 30, 2018 at a salary of \$68,500.00 (prorated).
- 6* To approve the attached employment contract for Stacy Williams, Secretary to the Business Administrator. (Attachment P-1)
- 7* To approve the following staff members to the position of club advisor for the fitness club at Somerville High School for the 2017-2018 school year at no additional remuneration:
Michael Skomba
Gary Knoeppel
John Hoehn
Patrick Manna

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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.

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an announcement of his/her name, place of residence, and any other group affiliation, if appropriate;*
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XIII. ADJOURNMENT

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Somerville Public Schools

Somerville Board of Education Approval of Field Trip Requests

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

Date approved by the Board of Education: _____

Season/Year	School	Destination	Board of Education Cost if any
Spring, 2018	VDV	Somerville High School	Transportation
Spring, 2018	VDV	Somerville Train Station Only - Will take Train to Raritan, NJ - Bagelicious	Transportation
Spring, 2018	VDV	Patriots Stadium - Bridgewater, NJ	Transportation
Spring, 2018	SMS	Somerville High School	None - Walking
Spring, 2018	SMS	Somerville High School	Transportation
Spring, 2018	SMS	Van Derveer Elementary School	Transportation
Spring, 2018	SHS	RVCC - Branchburg, NJ	Transportation
Spring, 2018	SHS	Alsteded Farms - Chester, NJ	Transportation
Spring, 2018	SHS	Six Flags - Jackson, NJ	Transportation
Spring, 2018	SHS	Monmouth County Fire Academy - Freehold, NJ	Transportation
Summer, 2018	SHS	Rutgers - New Brunswick, NJ	Transportation



Somerville Public Schools

Somerville Board of Education Approval of Travel Expenses

Date presented to the Board of Education: March 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)			
DeLuca, Kathleen	1	B	Somerville Lodge - Bridgewater, NJ	1	4/18/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	The Dynamics of Addiction, Domestic Violence, and Child Abuse
Foley, Gerard	2	B	Harrahs - Atlantic City, NJ	2	5/17-18/2018	\$599.00	0	\$0.00	\$0.00	\$0.00	\$105.27	\$0.00	\$0.00	\$0.00	NJAPSA Spring Leadership Conference
Grossmith, Deborah	1	B	Rutgers University - Piscataway, NJ	1	4/6/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	The Psychology of Happiness
Grossmith, Deborah	1	B	Rutgers University - Piscataway, NJ	1	5/3/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Treatment strategies for facilitating group and getting clients "unstuck"
Hade, Scott	2	B	Harrahs - Atlantic City, NJ	2	5/17-18/2018	\$599.00	0	\$0.00	\$0.00	\$0.00	\$105.27	\$0.00	\$0.00	\$0.00	NJAPSA Spring Leadership Conference
Malespina, Elissa	1	B	Little Rock, AR	1	4/23/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Arkansas Association of Instructional Media
McDonald, Tanya	2	B	Harrahs - Atlantic City, NJ	2	5/17-18/2018	\$599.00	0	\$0.00	\$0.00	\$0.00	\$105.27	\$0.00	\$0.00	\$0.00	NJAPSA Spring Leadership Conference
Russo, Jennifer	2	B	APA Hotel - Iselin, NJ	1	4/13/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Foreign Language Educators Annual Conference
Steinmetz, Valentine	1	C	Somerset County Vo-Tech - Bridgewater, NJ	1	4/20/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Integrated Pest Management
Steinmetz, Valentine	1	C	Somerset County Vo-Tech - Bridgewater, NJ	1	5/11/2018	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Indoor Air Quality