

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Thursday, March 21, 2013
District Conference Room
7:00 p.m.

Mission Statement

Our mission as a school community is to provide quality education through an environment which promotes individual excellence and that all pupils achieve the Common Core State Standards and the New Jersey Core Curriculum Content Standards at all grade levels.

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 at its reorganization meeting on January 3, 2013. Notice has been provided to the three 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 lengthy, abusive, obscene, or irrelevant;*
 - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;*
 - c. Request the assistance of law enforcement officers in the removal of a disorderly*

* Branchburg Vote Eligible

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 Meetings as follows:

*	February 26, 2013	Regular Meeting
*	February 26, 2013	Executive Session
*	March 5, 2013	Workshop/Regular Meeting
*	March 5, 2013	Executive Session

VII. PUBLIC HEARING ON 2013-2014 BUDGET

Dr. Timothy Purnell, Superintendent of Schools

Mr. Bryan P. Boyce, School Business Administrator/Board Secretary

* Approval of Preliminary School District Budget for 2013-2014

RESOLVED that the Somerville Board of Education approve the preliminary budget for the 2013-2014 School Year using the 2013-2014 state aid figures:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2013-14 Total Expenditures	38,681,123	1,819,797	2,381,557	42,882,477
Less: Anticipated Revenues	<u>18,309,541</u>	<u>1,819,797</u>	<u>629,289</u>	<u>20,758,627</u>
Taxes to be Raised	<u>20,371,582</u>	<u>0</u>	<u>1,752,268</u>	<u>22,123,850</u>

RESOLVED that the Somerville Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$262,039.00. The district intends to utilize this adjustment for special education teachers and supplies necessary for the additional students.

RESOLVED that the Somerville Board of Education requests the approval a capital reserve withdrawal in the amount of \$362,726.00. The district intends to utilize these funds for to convert a locker room and available space to classrooms and storage at the Somerville Middle School.

RESOLVED that the Somerville Board of Education requests the approval a capital reserve deposit in the amount of \$75,000.00. The district intends to utilize these funds for the synthetic turf replacement at the Somerville High School.

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BE IT FURTHER RESOLVED per N.J.A.C. 6A:23A-7.3, the proposed budget establishes \$89,650.00 as a maximum travel expenditure amount; and

WHEREAS included in the 2013-2014 proposed budget is a maximum regular business travel amount of \$1,500.00 per employee; and

WHEREAS the amount spent for travel and conferences in 2012-2013 to date is \$10,692.14; and

WHEREAS the maximum travel expenditure amount established for 2012-2013 is \$118,230.00; 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 Common Core State Standards and the New Jersey Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

VIII. OLD BUSINESS

IX. NEW BUSINESS

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

1. Preschool ECPA Plan 2013-2014

RESOLVED that the Board of Education approve the enclosed Somerville Preschool ECPA Plan for 2013-2014. (Attachment NB-1)

2. Donation for Van Derveer School

RESOLVED that the Board of Education approve a donation from California Pizza Kitchen of book storage bags and book clips for the Van Derveer School Book Room. The value of these items is \$598.00.

It is recommended that Items **3*** through **5*** be moved upon the recommendation of the Superintendent of Schools.

3* Change in Board of Education Meeting Date

RESOLVED that the Board of Education change the date of the Board of Education Regular Meeting scheduled for May 21, 2013 to May 28, 2013 at 7:00 p.m.

4* Field Trips

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

5* Travel Expenditure Resolution

WHEREAS, the Board of Education has determined that the school district travel expenditures for

* Branchburg Vote Eligible

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. Finance Committee:
Dennis Garot, Chairperson
James Adamec, Member
Kenneth Cornell, Member

It is recommended that Items **1** through **3** be moved upon the recommendation of the Superintendent of Schools.

1. Acceptance of Monthly Reports

RESOLVED that the Board of Education accept the monthly reports as listed below: (Attachment B-1)

- A. Middle School Fund (February)
- B. Van Derveer School Fund (February)

2. Bills Lists

RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-2)

Van Derveer and Middle Schools	
Bills List Dated March 21, 2013	
10 General Fund	\$ 67,742.83
20 Special Revenue Fund	1,847.67
TOTAL	\$ 69,590.50

3. Payroll

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

DATE	PAYROLL
February 28, 2013	\$ 462,405.33 (MS & VDV)
March 15, 2013	\$ 553,585.24 (MS & VDV)

It is recommended that Items **4*** through **8*** be moved upon the recommendation of the Superintendent of Schools.

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4* 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-3)
- B. Secretary's Report (February) (Attachment B-4)
- C. Investments (February) (Attachment B-5)
- D. Food Services (February) (Attachment B-6)

5* Acceptance of Monthly Reports

RESOLVED that the Board of Education accept the monthly reports as listed below: (Attachment B-7)

- A. High School Fund (February)
- B. Athletic/Extracurricular Fund (February)

6* Bills Lists

RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-8)

District Wide and High School	
Bill List Dated February 28, 2013	
10 General Fund	\$ 111,806.20
TOTAL	\$ 111,806.20

District Wide and High School	
Bill List Dated March 21, 2013	
10 General Fund	\$ 950,542.04
20 Special Revenue Fund	38,119.33
60 Cafeteria Fund	62,943.35
TOTAL	\$ 1,051,604.72

7* Payroll

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

DATE	PAYROLL
February 28, 2013	\$665,164.32 (ADMIN & HS)
February 28, 2013	\$ 21,567.01 (FICA)
March 15, 2013	\$600,034.66 (ADMIN & HS)
March 15, 2013	\$ 23,154.32 (FICA)

8* Line Item Transfers

RESOLVED that the Board of Education approve the enclosed February line item transfers. (Attachment B-9)

Certification of Major Account Status

Pursuant to N.J.A.C. 6A:23 2:11(c)r, the Somerville Board of Education certifies that as of February 28, 2013 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:23 2:11(b) 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)

B. Buildings and Grounds Committee:

Kenneth Cornell, Chairperson

Norman Chin, Member

Al Kerestes, Member

Facilities Report – February 2013 (Attachment C-1)

C. Athletics and Student Activities Committee:

John Prudente, Chairperson

Lucien Sergile, Member

D. Curriculum Committee:

Linda Olson, Chairperson

1. 2013 Summer Reading Assignments (6-8)

RESOLVED that the Board of Education approve the enclosed 2013 Summer Reading Assignments (6-8). (Attachment C- 2)

2* Approval of Textbook

RESOLVED that the Board of Education approve the following textbook:

High School

AP Psychology: Myers' Psychology for AP. (2011). Myers, David G. Worth Publishers

3* Reformatting of Curriculum Maps

RESOLVED that the Board of Education approve the adoption of the following curriculum maps:

High School (format changes only)

Public Speaking/Dramatics: Grade 10-12

Shakespeare: Grades 10-12

Creative Writing: Grades 10-12

E. Policy Committee:

Al Kerestes, Chairperson

***Second Reading**

RESOLVED that the Board of Education approve the following Bylaws/Policies/Regulations for a second reading: (Attachment C-3)

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- B 0132 Executive Authority
- P 2415 No Child Left Behind Programs
- P 2431 Athletic Competition
- R 2431.1 Emergency Procedure for Athletic Practices and Competition
- R 2431.2 Medical Examination to Determine Fitness for Participation in Athletics
- P 2468 Independent Educational Evaluations
- P/R 3230 Outside Activities – Teaching Staff
- P/R 3281 Inappropriate Staff Conduct – Teaching Staff
- P/R 4230 Outside Activities – Support Staff
- P/R 4281 Inappropriate Staff Conduct – Support Staff
- P 6113 E-Rate
- P 6163 Advertising on School Property
- P 6480 Purchase of Food Supplies
- P 8505 School Nutrition

F. Technology Committee:
 Norman Chin, Chairperson
 James Adamec, Member

G. Borough Council/B.O.E. Liaison:
 John Prudente, Liaison

H. Somerset County Educational Services Commission:
 Daniel Puntillo, Liaison

I. New Jersey School Boards Association:
 Mrs. Linda Olson, Delegate

J. Somerset County Association of Boards of Education:
 John Prudente, Delegate

K. **AD HOC – Security Committee**
 John Prudente, Chairperson
 James Ademac, Member
 Norman Chin, Member
 Kenneth Cornell, Member
 Al Kerestes, Member

XI. PERSONNEL

K-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)

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1. To accept the retirement/resignation of Barbara Snyder from the position of teacher of kindergarten at the Van Derveer Elementary effective July 1, 2013.
2. To accept the retirement/resignation of Dianna Kemper from the position of teacher of kindergarten at the Van Derveer Elementary effective July 1, 2013.
3. To approve a change of date in the unpaid medical leave for Carol Floyd, instructional assistant at Van Derveer School from February 28, 2013 to March 11, 2013.
4. To approve the appointment of Elizabeth Duque to the position of cafeteria/playground aide at Van Derveer Elementary School effective April 2, 2013 to June 30, 2013 at a rate of \$11.75 per hour.
5. To approve Amy Goerl as a coach for the teachers of the Somerville Preschool in the Implementation of the High/Scope Curriculum. Mrs. Goerl will observe classes provide strategies to teachers to advance student progress and assess differentiation needs. She will observe and meet with teachers as necessary during the remainder of the 2012-2013 school year and the 2013-2014 school year at a rate of \$125.00 per hour paid through the Preschool Education Aid Grant.

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)

- 6* To approve the unpaid Child Care Leave of Absence in accordance with the New Jersey Family Leave Act for Jennifer Morsella be extended from June 30, 2013 to June 30, 2014.
- 7* To approve the enclosed list of substitute teachers at \$90.00 per diem for the 2012-2013 school year. (Attachment P-1)
- 8* To approve the appointment of Karen Cabrera to the position of custodian to fill a vacancy caused by a retirement (Marcinek) effective April 1, 2013 to June 30, 2013 at a salary of \$42,737.33 (prorated) which includes shift differential and black seal license.

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:

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 - e. *Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.*

XIII. EXECUTIVE SESSION

RESOLVED that the Board of Education move to recess into executive session to discuss student and personnel matters. 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.

RESOLVED that the Board of Education move to return to public session.

XIV. ADJOURNMENT