

**REGULAR MEETING
TUESDAY, APRIL 28, 2020
VIRTUAL PUBLIC LIVESTREAM BROADCAST**

Mission Statement

Somerville Public Schools provide the highest quality education through an environment that promotes individual excellence to all students.

TIME AND PLACE

The Board of Education of the Borough of Somerville in the County of Somerset, New Jersey convened a Regular Meeting on Tuesday, April 28, 2020 via Virtual Public Livestream Broadcast.

The meeting was called to order at 6:30 p.m. by Derek Jess, President.

Mr. Jess 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 December 10, 2019, 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.

ROLL CALL

MEMBERS PRESENT: Mr. Dan Carlson, Mr. Derek Jess, Mr. William Kimmick, Ms. Candace Matthews, Mrs. Linda Olson, Mr. Daniel Puntillo, Dr. Melissa Sadin, Mr. Lucien Sergile, Mrs. Denise Van Horn, Mrs. Kristen Fabriczi

MEMBERS ABSENT:

ALSO PRESENT: Dr. Timothy Teehan, Superintendent of Schools, Mr. Bryan Boyce, Board Secretary/Business Administrator

PUBLIC COMMENT

Melissa McEntee read two (2) comments:

Ms. Suzanne Kreie, 151 East Cliff Street, she thanked the board for moving to an online platform but questioned whether another video

platform could be used so that the public could attend in person live and be able to ask questions. Mr. Jess responded that he is aware of other platforms but since this is the first attempt of putting a video presentation model together he asked that the public please bear with the district as we continue to research these other platforms and determine the best option for the district. Mr. Jess thanked Ms. McEntee and the technology staff for setting up the platform for this evening.

Mr. Dennis Sullivan, 8 South Richards Avenue, will the board of education, given the current economic situation, it is possible that tax revenues in the current year will decrease. Will the board use money saved this spring along with any additional state aid and surplus to offset any tax increase or loss of revenue to the Borough of Somerville if our tax collection rate drops from current levels? Mr. Jess thanked Mr. Sullivan for his comments and stated that the administration will take everything into consideration during this unprecedented time.

Mrs. Van Horn motioned to close Public Comment; Dr. Sadin seconded.

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

***APPROVAL OF
MINUTES**

RESOLVED that the Board of Education approve the Minutes of the Board of Education Meeting as follows:

The motion was made by Dr. Sadin and seconded by Ms. Matthews to approve the Minutes of February 18, 2020 Regular Meeting.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	YES

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

The motion was made by Dr. Sadin and seconded by Ms. Matthews to approve the Minutes of February 18, 2020 Executive Session.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	YES

The motion was made by Dr. Sadin and seconded by Ms. Matthews to approve the Minutes of March 17, 2020 Regular Meeting.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	YES

The motion was made by Dr. Sadin and seconded by Ms. Matthews to approve the Minutes of March 17, 2020 Executive Session.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	YES

**BOARD
PRESIDENT' S
REPORT**

Mr. Jess hoped that everyone is staying safe, healthy and practicing social distancing. He thanked Dr. Teehan, Mr. Boyce and the administrative team for keeping students fed and all of their hard work in making the remote learning going well.

**SUPERINTENDENT' S
REPORT**

NJSLA Science Presentation

Mrs. Melissa Stager, Director of Curriculum and Instruction

Ms. Natalie Franzi, Academic Achievement Officer

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

Dr. Teehan stated that the NJSLA Science presentation has been posted online under the board of education meeting minutes.

Student Discipline/Code of Conduct Committee
Recommendations

Mrs. Melissa Stager, Director of Curriculum and Instruction

Dr. Teehan reviewed the district code of conduct at each building.

Public Hearing on 2020/2021 Budget

Mr. Bryan Boyce, Business Administrator/Board Secretary

Dr. Timothy Teehan, Superintendent of Schools

Dr. Teehan and Mr. Boyce presented the 2020-2021 budget.

District Highlights

Dr. Timothy Teehan, Superintendent of Schools

Dr. Teehan presented district highlights from all three schools.

REPORT OF BOARD ITEMS

A. Finance Committee:

Dan Carlson, Chairperson

No Report

Due to COVID-19 there may be some changes to the district's state aid. While changes have not yet been announced by the state, Mr. Carlson thanked Dr. Teehan and Mr. Boyce for providing different scenarios if changes to state aid do occur.

While the buildings are closed due to COVID-19 we still have financial obligations that require payment. Payroll and benefits are still being paid, capital projects are still going on and are required for the health and safety of buildings. Vendors and debt service are also still being paid. The closing of schools is not a large

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+Subject to change as per the SEA contract negotiations

windfall for the district, there are still many legal financial obligations that remain.

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 (March)
- B. Secretary's Report (March)
- C. Investments (March)
- D. Food Services (March)

2. ACCEPTANCE OF MONTHLY REPORTS

RESOLVED that the Board of Education accept the monthly reports as listed below:

- A. Van Derveer School Fund (Not Available)
- B. Middle School Fund (Not Available)
- C. High School Fund (March)
- D. Athletic/Extracurricular Fund (Not Available)

3. PAYROLL

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

DATE	PAYROLL
March 30, 2020	\$ 1,248,619.81
March 30, 2020	\$ 19,771.04 (FICA)
April 15, 2020	\$ 1,300,823.78
April 15, 2020	\$ 23,720.71 (FICA)

4. BILLS LIST

RESOLVED that the Board of Education approve the payment of the following obligations of the School District:

Van Derveer School and Somerville Middle School
Bills List Dated April 28, 2020

10 General Fund	\$ 273,743.20
20 Special Revenue Fund	15,282.21
TOTAL	\$ 289,025.41

5. LINE ITEM TRANSFERS

RESOLVED that the Board of Education approve the enclosed March line item transfers.

The motion was made by Mr. Carlson and seconded by Dr. Sadin to approve Resolution numbers 1 through 5.

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	N/A

It is recommended that Items **6*** through **9*** 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:

Somerville High School and Districtwide
Bills List Dated April 28, 2020

10 General Fund	\$	1,037,560.77
20 Special Revenue Fund		68,915.96
60 Cafeteria Fund		49,312.88
	TOTAL \$	1,155,789.61

**7* NEW JERSEY
SCHOOLS
INSURANCE GROUP
2020 SAFETY
GRANT AWARD
RESOLUTION**

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Somerville Board of Education, hereinafter referred to as the "Educational Institution," is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED that:

1. The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2020 fiscal year in the amount of \$13,746.79 for the purposes set forth in their safety grant application,

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

which is attached hereto; and,

2. The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

**8* ADOPTION OF
THE 2020-2021
SCHOOL DISTRICT
BUDGET**

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 2019-2020 to date is \$31,932; and

WHEREAS, the maximum travel expenditure amount established for 2019-2020 is \$52,555; and

WHEREAS, included in the 2020-2021 proposed budget is a maximum regular business travel amount of \$1,500 per employee; and

THEREFORE, BE IT RESOLVED, per N.J.A.C. 6A:23A-7.3, the proposed 2020-2021 budget establishes \$53,700 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 Somerville Board of Education approves withdrawals from reserves as follows:

Tuition Reserve \$935,599

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

Capital Reserve \$417,750 for SHS Roof Section Replacement
 Capital Reserve \$762,000 for VDV School Roof Section Replacement
 Capital Reserve \$118,500 for Professional Fees Related to SHS Track Replacement
 Capital Reserve \$45,000 for Transfer to Debt Service Fund

BE IT FURTHER RESOLVED that the Somerville Board of Education requests use of banked CAP in the amount of \$181,194 to be included in the base budget for current expenses. The need must be completed by the end of the budget year and cannot be deferred or incrementally completed over a long period of time; 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>
2020-2021 Total Expenditures	45,836,938	2,750,623	1,982,420	50,569,981
Less: Anticipated Revenues	<u>21,418,565</u>	<u>2,750,623</u>	<u>253,983</u>	<u>24,423,171</u>
Taxes to be Raised	<u>23,418,373</u>	<u>0.0</u>	<u>1,728,437</u>	<u>25,146,810</u>

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

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

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.

The motion was made by Mr. Carlson and seconded by Mr. Puntillo to approve Resolution numbers 6* through 9*.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	YES

B. Building and Grounds Committee:
Daniel Puntillo, Chairperson

Facilities Report

Mr. Puntillo stated that work orders are being handled in a timely manner and staff continue to be sanitize all buildings.

C. Athletics and Student Activities Committee:
Lucien Sergile, Chairperson

Mr. Sergile wished all staff, students, coaches, club advisors and volunteers to be well and stay safe during this time. There has been no update from NJSIAA regarding the rest of the season until there is guidance from the Governor. Mr.

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

Sergile congratulated and recognized all of the senior athletes. Mr. Sergile congratulated and thanked all of senior students in athletics, clubs and student activities for representing the district so well.

D. Curriculum Committee:
Denise Van Horn, Chairperson

Curriculum Committee Report

The last committee meeting was held on March 17th. The committee discussed the virtual learning and how it will occur.

It is recommended that Items **1** and **2** 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 #2019-2020:18SMS-NC.

2. NEW COURSE At SMS

RESOLVED that the Board of Education approve the newly created Asynchronous Algebra Readiness course for Grades 6-8 at Somerville Middle School for the 2019-2020 school year.

The motion was made by Mrs. Van Horn and seconded by Dr. Sadin to approve Resolution numbers 1 and 2.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	N/A

It is recommended that Items **3*** through **7*** be moved upon the recommendation of the Superintendent of Schools.

3* APEX CREDIT RECOVERY PROGRAM

RESOLVED that the Board of Education approve the Apex Credit Recovery Program Registration Fee for

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

the First Course at \$150.00, the 2nd and 3rd course at \$100.00 each for a limit of three (3) Apex recovery courses per student.

4* PARTNERSHIP BETWEEN SOMERVILLE HIGH SCHOOL AND TEENS CONNECT

RESOLVED that the Board of Education approve the partnership between the Somerville High School Guidance Department and *Teens Connect* to provide a Cancer Support Group during the 2020-2021 school year.

5* NEW COURSE At SHS

RESOLVED that the Board of Education approve the following new courses at Somerville High School for the 2020-2021 school year:

- AP Computer Science Principles
- AP Environmental Science
- AP Research
- Tomorrow's Teacher

6* APPROVAL OF PROGRAMS FOR USE DURING VIRTUAL LEARNING

RESOLVED that the Board of Education approve the following programs for staff usage during the Virtual Learning period:

- Google Meet for Live Virtual Meetings
- Flip Grid
- See Saw
- Ed Puzzle

7* SOMERVILLE PUBLIC SCHOOLS FLEXIBLE LEARNING PLAN FOR 2019-2020 SCHOOL YEAR

RESOLVED that the Board of Education approve the Somerville Public Schools Flexible Learning Plan for the 2019-2020 school year.

The motion was made by Mrs. Van Horn and seconded by Ms. Matthews to approve Resolution numbers 3* through 7*.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	YES

E. Technology Committee:
William Kimmick, Chairperson

Technology Committee Report

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

Mr. Kimmick thanked Ms. McEntee and her entire department. They have been working diligently to ensure each student has had access to technology during flexible learning. The district has also been working really hard behind the scenes to make sure students have Wi-Fi access. The distance learning is a very complex thing to accomplish and the district has worked very hard to ensure that it is working smoothly. Mr. Kimmick thanked the administration, curriculum and technology departments for how they have handled the approach in training staff as well as access for parents and students to flexible learning.

PERSONNEL

RESOLVED that the Board of Education approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools. (Appointment(s) and salaries contingent upon verified documentation.)

PS-8

**1. MATTIE
HODDISON**

ACCEPT the resignation of Mattie Hoddison from the position of part-time Instructional Assistant at Somerville Middle School effective April 22, 2020.

The motion was made by Mr. Puntillo and seconded by Mr. Carlson to approve Resolution number 1.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	N/A

9-12 and Districtwide

RESOLVED that the Board of Education approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools. (Appointment(s) and salaries contingent upon verified documentation.)

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

2* CURRICULUM WRITING

APPROVE the appointment of the following staff members for curriculum writing for Stage Three Algebra I at the rate of \$36.00 per hour for an additional five (5) hours each:

Ryan Ure
Tyler Volpe

3* ANDREW FLANAGAN

APPROVE the appointment of Andrew Flanagan to the position of substitute teacher for the 2019-2020 school year.

4* REVISED JOB DESCRIPTION

APPROVE the attached revised job description.

The motion was made by Mr. Carlson and seconded by Dr. Sadin to approve Resolution numbers 2* through 4*.

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

Carlson	YES	Puntillo	YES
Jess	YES	Sadin	YES
Kimmick	YES	Sergile	YES
Matthews	YES	Van Horn	YES
Olson	YES	*Fabriczi	YES

OLD BUSINESS

Dr. Sadin echoed her deepest appreciation to all teachers, custodians, administrators and parents. She appreciates the support parents are receiving from the district staff and appreciates the challenges we are all facing. Dr. Sadin also thanked Dr. Teehan for his continued communication and looks forward to his weekly update.

Dr. Sadin introduced and moved to close Old Business; Mr. Carlson seconded.

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

NEW BUSINESS

None

Mrs. Van Horn introduced and moved to close New Business; Ms. Matthews seconded.

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

*Branchburg Vote Eligible

+Subject to change as per the SEA contract negotiations

PUBLIC COMMENT

Dr. Granville Brady, 90 South Way, what academic or other positions have been furloughed while the COVID-19 closures have been in place?

Patrick Frain, 201 Scobee Lane, Somerset, all Board of Education meetings should be done in real-time as well as in person; when can that start again?

Mr. Jess thanked Dr. Brady and Mr. Frain for their comments. The response will come from Dr. Teehan and Mr. Boyce when further information is received from the Department of Education.

Mr. Jason Kraska, 106 Vanderver Avenue, was the budget available to the public for review online before the vote and adoption? Mr. Boyce responded that the budget was online last week and available in the Business Office for review.

Dr. Sadin introduced and moved to close Public Comment; Mr. Kimmick seconded.

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

***EXECUTIVE SESSION**

RESOLVED that the Board of Education move to recess into executive session to discuss a grievance and negotiations with the Somerville Education Association. 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.

Mr. Sergile introduced and moved the adoption of the resolution; Mr. Carlson seconded.

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

The Board of Education reconvened to public session at 8:20 p.m.

ADJOURNMENT

With nothing further to be discussed, Dr. Sadin motioned to adjourn and Mr. Kimmick seconded the

*Branchburg Vote Eligible

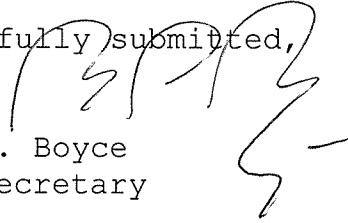
+Subject to change as per the SEA contract negotiations

motion at 8:22 p.m.

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

Respectfully submitted,

Bryan P. Boyce
Board Secretary

A handwritten signature in black ink, appearing to read 'Bryan P. Boyce', is written over the typed name and extends upwards into the 'Respectfully submitted,' line.

