

# SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street  
Somerville, NJ 08876

## AGENDA

Tuesday, May 28, 2019  
Somerville Middle School Cafeteria  
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:

April 30, 2019	Regular Meeting
April 30, 2019	Executive Session
May 14, 2019	Regular Meeting
May 14, 2019	Executive Session

**VII. BOARD PRESIDENT'S REPORT**

**VIII. SUPERINTENDENT'S REPORT**

Somerville High School String Performance  
Strings Club

Eagle Scout Project Presentation  
Michael Brlan, Somerville High School

2018-2019 Teacher of the Year and Educational Support Specialist Recognition  
Mr. Gerard Foley, Principal of Somerville High School  
Ms. Georgette Boulegeris, Principal of Somerville Middle School  
Mr. Robert Reavey, Principal of Van Derveer Elementary School 3-5  
Mrs. Susan Moran, Principal of Van Derveer Elementary School PK-2

MAPS Update  
Mr. Scott Hade, Principal of the MAPS Program  
Dr. Tanya McDonald, Director of Special Services

District Highlights  
Dr. Timothy M. Teehan, Superintendent of Schools

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

**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 (April) (Attachment C-1)
- B. Secretary's Report (April) (Attachment C-2)
- C. Investments (April) (Attachment C-3)
- D. Food Services (April) (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 (April)
- B. Somerville Middle School Student Activities Fund (March)
- C. Somerville High School Student Activities Fund (April)
- D. Somerville High School Athletic/Extracurricular Fund (April)

3. Payroll

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

DATE	PAYROLL
May 15, 2019	\$ 1,225,843.66
May 15, 2019	\$ 24,460.68 (FICA)
May 30, 2019	\$ 1,118,576.53
May 30, 2019	\$ 17,023.11 (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

\* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

Bills List Dated May 28, 2019	
10 General Fund	\$ 149,768.66
20 Special Revenue Fund	7,220.89
<b>TOTAL</b>	<b>\$ 156,989.55</b>

**5. Line Item Transfers**

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

It is recommended that Item **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: (Attachment C-8)

Somerville High School and Districtwide Bills List Dated May 28, 2019	
10 General Fund	\$ 944,114.95
20 Special Revenue Fund	67,681.60
60 Cafeteria Fund	73,528.40
<b>TOTAL</b>	<b>\$ 1,085,324.95</b>

**7\* Brown and Brown Health Brokers Renewal**

**WHEREAS**, the Somerville Board of Education (the “Board”) and Brown & Brown Benefit Advisors (“Brown & Brown”) are parties to a professional services agreement from July 1, 2015, to June 30, 2018 (the “Agreement”); and

**WHEREAS**, the Agreement specifically provides that the Board may extend the Agreement for up to two, one-year renewals in accordance with N.J.S.A. 18A:18A-42; and

**WHEREAS**, the parties desire to enter into an addendum to extend the Agreement for one year, from July 1, 2019, through June 30, 2020; and

**WHEREAS**, the Board has determined that Brown & Brown has been rendering the services in an effective and efficient manner.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby extends the Agreement with Brown & Brown for one additional year, from July 1, 2019, through June 30, 2020 in the amount of \$96,000 representing no increase.

**BE IT FURTHER RESOLVED** that the Board President and the Board Secretary are hereby authorized to execute any and all documents, including the addendum, necessary to effectuate the terms of this resolution.

\* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

8\* All Clean Building Services, Inc. Contract Renewal

**WHEREAS**, the Somerville Board of Education (“the Board”) and A.C.B. Services, Inc./All Clean Building Services, Inc. (“All Clean”) are parties to an Agreement for Night Custodial Operations and Management Services (“Services”) for the 2015-2016 through 2017-2018 school years (“Agreement”); and

**WHEREAS**, the Agreement specifically provides that the Board may renew the Agreement for two, one-year terms in accordance with N.J.S.A. 18A:18A-42; and

**WHEREAS**, the Board desires to extend the Agreement for one additional year, for the 2019-2020 school year; and

**WHEREAS**, All Clean has proposed a price increase of \$8,621.00, which does not exceed the change in the index rate for the twelve (12) months preceding the most recent quarterly calculation available as of the present date; and

**WHEREAS**, the Board has determined that All Clean has been rendering the Services in an effective and efficient manner and is desirous of extending the term of the Agreement and adjusting the fee of All Clean.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby extends the Agreement with All Clean for the 2019-2020 school year, effective July 1, 2019, for a total contract sum of \$439,676.00. This amount represents a price increase of 2% over the contract sum.

**BE IT FURTHER RESOLVED** that the Board President and the Board Secretary are hereby authorized to execute the addendum to the Agreement and any other documents necessary to effectuate the terms of this Resolution.

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

**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-9)

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

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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-10)

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

- 1\* 2019 Tri-Op Ice Hockey Agreement with Bernards High School and Middlesex High School  
**RESOLVED** that the Board of Education approve the 2019 Tri-Op Ice Hockey Agreement for Somerville High School with Bernards High School and Middlesex High School at a cost of \$5,400.

- E. Curriculum Committee:  
Denise Van Horn, Chairperson

Committee Report (Attachment C-11)

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

- 1. 2019 Summer Reading Program for Grades K-8  
**RESOLVED** that the Board of Education approve the attached 2019 Summer Reading Program for Grades K-8. (Attachment C-12)

It is recommended that Items 2\* through 7\* be moved upon the recommendation of the Superintendent of Schools.

- 2\* Field Trips  
**RESOLVED** that the Board of Education approve the enclosed request for field trips. (Attachment C-13)

- 3\* Somerville Public School 3-Year Comprehensive Equity Plan for 2019-2021  
**RESOLVED** that the Board of Education approve the updated Somerville Public School 3-Year Comprehensive Equity Plan for 2019-2021 and the submission for the Statement of Assurance for the Three Year Plan to the New Jersey Department of Education. (Attachment C-14)

- 4\* 2019 Summer Reading Program for Grades 9-12  
**RESOLVED** that the Board of Education approve the attached 2019 Summer Reading Program for Grades 9-12. (Attachment C-15)

\* Branchburg Vote Eligible

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5\* MAPS Extended School Year Program  
**RESOLVED** that the Board of Education approve the MAPS Extended School Year Program to be held from July 1, 2019 through July 25, 2019 Monday through Thursday from 9:00 a.m. - 12:00 p.m. and one Friday class on July 12, 2019 from 9:00 a.m. - 12:00 p.m.

6\* APEX Credit Recovery  
**RESOLVED** that the Board of Education approve the attached proposal for credit limitations and student registration fee for the APEX Credit Recovery Courses at Somerville High School. (Attachment C-16)

7\* APEX Attendance Credit Recovery  
**RESOLVED** that the Board of Education approve the the non-refundable attendance fee of \$25.00 per course for students enrolled in the APEX Credit Recovery Courses at Somerville High School.

F. Technology Committee  
Denise Van Horn, Chairperson

Technology Committee Report (Attachment C-17)

G. New Jersey School Boards Association  
Lucien Sergile, Chairperson

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 the following staff members to the position of substitute teacher for the 2019 Summer Technology Camp Program that will run from July 1, 2019 to July 25, 2019 from 8:30 a.m. to 11:30 am. Monday through Thursday at their half-day per diem rate:  
Diana Baccash  
Jennifer Setzer
2. To approve the appointment of Freddie Shaker to the position of substitute teacher for the 2019 Summer Performing Arts Program that will run from July 1, 2019 to July 26, 2019 from 8:30 a.m. to 2:00 p.m.. Monday through Thursday and from 8:30 a.m. to 1:00 p.m. on Friday at his half-day per diem rate.
3. To approve the appointment of Hafiza Farzaie, a student at Seton Hall University, to complete her internship placement as a School Counselor in Somerville Middle School for a total of 600 hours during the Fall 2019 and Spring 2020 to be supervised by the Middle School Guidance Department.

\* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

4. To approve the appointment of Gary Mallinson to the position of volunteer for the 2019 Summer Performing Arts Program that will run from July 1, 2019 to July 26, 2019 from 8:30 a.m. to 2:00 p.m.. Monday through Thursday and from 8:30 a.m. to 1:00 p.m. on Friday.

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)

- 5\* To approve the newly-created position of Curriculum Supervisor.
- 6\* To approve Carol Cabourg for summer work in the Guidance Office at Somerville High School on June 24, 2019 and June 25, 2019 at her per diem rate.
- 7\* To approve the appointment of the following staff members to score Word Language placement exams at the rate of \$36.00 per hour:

French

Victoria Kessler - not to exceed three (3) hours

Spanish - not to exceed a total of six (6) hours combined

Jessica Crutchlow  
Lindsay Lockwood  
Elizabeth Ramirez  
Megan LaMarca  
Aida Wahba

- 8\* To approve the appointment of the following staff members to the position of central detention monitor at Somerville High School for the 2019-2020 school year on an as-needed basis at the rate of \$36.00 per hour:

Jessica Crutchlow  
Patrick Frain  
Deborah Grossmith  
Bruce Harms  
Victoria Kessler  
Laura Manziano  
Susan Shelton  
Ryan Ure  
Aida Wahba

- 9\* To approve the appointment of the following staff members to the position of hall duty monitor at Somerville High School for the 2019-2020 school year on an as-needed basis at the rate of \$35.00 per hour:

- \* Branchburg Vote Eligible  
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Jessica Crutchlow  
Patrick Frain  
Deborah Grossmith  
Bruce Harms  
Victoria Kessler  
Ryan Ure  
Aida Wahba

- 10\*** To approve the appointment of the following staff members for curriculum writing for Introduction to Computer Programming at Somerville High School at the rate of \$36.00 per hour not to exceed ten (10) hours each:

Timothy Marden  
Kristi Malone

- 11\*** To approve the appointment of Kristi Malone for curriculum writing for Cybersecurity at Somerville High School at the rate of \$36.00 per hour not to exceed ten (10) hours and to be paid through the Competitive Computer Science Grant.
- 12\*** To approve the appointment of Diana Baccash to the position of substitute teacher for the 2019 Summer Computer Science Bridge Program at Somerville High School at her half-day per diem rate.
- 13\*** 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:
- Nausheen Kamran  
August Lorio
- 14\*** To approve the extension to the unpaid medical leave for Rebecca Drake, teacher at Somerville High School, from May 28, 2019 to June 7, 2019.
- 15\*** To approve an unpaid childcare leave of absence in accordance with the New Jersey Family Leave Act for Matthew Melesurgo, instructional assistant in the Maps Program, effective May 14, 2019 through May 20, 2019.
- 16\*** To approve the newly-created position of part-time custodian districtwide.
- 17\*** To approve the appointment of the attached list of individuals to the position of coach at Somerville High School for the Fall Season of the 2019-2020 school year. (Attachment P-1)
- 18\*** To approve the appointment of Ami Opalski to the position of Summer Athletic Trainer for Somerville High School at a stipend of \$2,148.00+.

\* Branchburg Vote Eligible

+ Subject to change as per the SEA contract negotiations

- 19\* To approve the appointment of Ami Opalski for summer physical reviews at Somerville High School at her per diem rate not to exceed ten (10) days.
- 20\* To approve the appointment of the attached list of individuals to the position of volunteer at Somerville High School for the 2019-2020 school year. (Attachment P-2)
- 21\* To approve the transfer of Mary Honrath from the position of Guidance Counselor at Somerville Middle School to the position of Guidance Counselor at Somerville High School to fill a vacancy caused by a retirement (Cabourg) from September 1, 2019 to June 30, 2020 at her current salary.
- 22\* To approve the appointment of Mary Honrath for summer work on July 22, 23, 24, and 25, 2019 in the Guidance Office at Somerville High School at her per diem rate.
- 23\* To approve the appointment of Deborah Fedor for summer secretarial work in the Athletic Office at Somerville High School at her per diem rate not to exceed ten (10) days.
- 24\* To approve the appointment of Dr. Thomas Lardner to the position of team physician for the 2019 football season for home football game at a stipend of \$1,080.00.

**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.*

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*
6. *Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;*
7. *Request any individual to leave the meeting when that person does not observe reasonable decorum;*
8. *Request the assistance of law enforcement officers in the removal of a disorderly*

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- person when that person's conduct interferes with the orderly progress of the meeting;*
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 confirmed HIB Case #2018-2019:6SMS and the superintendent's evaluation. 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**



# Somerville Public Schools

## Somerville Board of Education Approval of Field Trip

Date Presented to the Board of Education: May 28, 2019

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

Season/Year	School	Destination	Board of Education Cost if any
Spring, 2019	VDV	Downtown Somerville	None/Walking
Spring, 2019	VDV	County Administration Building & Historic Somerville	None/Walking
Spring, 2019	VDV	Café Picasso	District
Fall, 2019	SMS	Fairview Lakes - Newton	District
Spring, 2019	SHS- MAPS	Great Adventure - Jackson	District
Spring, 2019	SHS	TD Bank Ballpark - Bridgewater	District
Spring, 2019	SHS	VDV	District



# Somerville Public Schools

Somerville Board of Education Approval of Travel Expenses

Date presented to the Board of Education: May 28, 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
Baldino, Christopher	1	B	NJDOE - Trenton	3	7/8-10/2019	\$396 00	0	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	Designing & Implementing Student Training Plans
Bell, Rebecca	2	B	New York Hilton - NYC	5	8/9-13/2019	\$121 00	474	\$146 94	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	ASA Conference
Hudson, Jerry	1	B	Bloomfield College	1	12/2/2019	\$0 00	62	\$19 22	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	College Board Counselor Workshop
Kessler, Victoria	1	B	Rutgers New Brunswick	5	9/26/2019 10/3/2019 10/10/2019 10/17/2019 10/24/2019	\$0 00	0	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	Refugees During the Nazi Era
Lauri, Alexandra Petronko, Nicholas Rachel, Kelly	1	B	Sanofi HQ - Bridgewater	1	6/12/2019	\$0 00	0	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	Students 2 Science Pilot Program 1 5 hour meeting
Levine, Judith	2	B	Hyatt Regency Hotel - New Brunswick	1	5/30/2019	\$0 00	0	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	NJTESOL Spring Conference
Malone, Kristi	1	B	Online	1	Varies	\$132 00	0	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	Federal Wage & Hour Child Labor Laws
Miller, Tristan	1	B	New York City	1	6/18/2019	\$0 00	0	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	Girls Who Code Training
Petrill, Kathy Tumminello, Stacey	1	B	The Palace - Somerset	1	6/5/2019	\$0 00	0	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	\$0 00	Implementing Guided Math