

# SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street  
Somerville, NJ 08876

## AGENDA

Tuesday, July 16, 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:

- \* June 18, 2013 Regular Meeting
- \* June 18, 2013 Executive Session

**VII. SUPERINTENDENT'S REPORT**

Fifth Grade Subject Specialization

Ms. Susan Haynes, Van Derveer School Principal

Mrs. Melissa McCooley, Director of Curriculum and Instruction

Van Derveer School Five Classroom Addition Update

Mr. Jay Perantoni, Board Architect

Discussion of Student Accident Insurance

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

**RESOLVED** that the Board of Education approve a proposal from \_\_\_\_\_ Insurance for the student athletic accident insurance for the 2013-2014 school year at a cost of \$\_\_\_\_\_.

District Highlights

Dr. Timothy J. Purnell, Superintendent of Schools

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

It is recommended that Item **1** through **6** be moved upon the recommendation of the Superintendent of Schools.

**1. Fitness Challenge**

**RESOLVED** that the Board of Education approve the participation of the third, fourth and fifth grade students at Van Derveer School in a free Fitness Challenge sponsored by the Sanofi & Joetta Clark Diggs' Sports Foundation from the end of September 2013 through the first week of December 2013.

\* Branchburg Vote Eligible

2. Donation to Van Derveer School  
**RESOLVED** that the Board of Education accept a donation from Bayside Ice Cream in the amount of \$350.00 for the purchase of an iPad mini to be awarded to a student who participated in the Van Derveer Summer Reading Program.
  
3. Application for Mini Grant for “Leadership Skills Therapeutic Group”  
**RESOLVED** that the Board of Education approve the submission of the enclosed grant application entitled “Leadership Skills Therapeutic Group” for Ellen Stein and Karen Tovi-Jones, staff members at Van Derveer School in the amount of \$500.00. (Attachment NB-1)
  
4. Skype for Summer Enrichment  
**RESOLVED** that the Board of Education approve the use of “e-pals” during the summer enrichment program at Somerville Middle School for students to email or skype with students from around the world.
  
5. Change Orders – VanDerveer Five Classroom Addition  
**RESOLVED** that the Board of Education approve the following change orders related to the Van Derveer School Five Classroom Addition Project: (Attachment NB-2)

Change Order #7 – Belmont Construction Corporation

This change order issued for Belmont’s subcontractor to increase the size of the new electrical feeder cables serving the addition wing at the request of the local construction officials. \$5,736.00 will be charged against the General Repair Allowance.

Change Order #8 – Belmont Construction Corporation

This change order issued to furnish and install a modified steel fire door frame for opening 07 in compliance with SSP’s clarification sketch SKA3 to reconcile a dimensional conflict on the project drawings. \$971.00 will be charged against the General Repair Allowance.

Change Order #9 – Belmont Construction Corporation

This change order issued to furnish and install a modified two sided roof access ladder. \$585.00 will be charged against the General Repair Allowance.

Change Order #10 – Belmont Construction Corporation

This change order issued to credit unused facebrick allowance to General Repair Allowance in the amount of \$3,575.00.

6. Middlesex Regional Educational Services Commission Cooperative Bid Purchase  
**RESOLVED** that the Board of Education approve the purchase of Somerville Middle School fall athletic supplies in the amount of \$623.80 to Effinger Sporting Goods in accordance with Bid# MRESC 10/11-48 from Middlesex Regional Educational Services Commission.

It is recommended that Items 7\* through 11\* be moved upon the recommendation of the Superintendent of Schools.

\* Branchburg Vote Eligible

- 7\* Middlesex Regional Educational Services Commission Cooperative Bid Purchase  
**RESOLVED** that the Board of Education approve the purchase of the following Black Box Laptop Tower 30 Unit in conjunction with the Middlesex Regional Educational Services Cooperative Bid:

Bid# MRESC 10/11-41 – Vendor: CDW-G:  
28 Black Box Laptop Tower 30 Units at a cost of \$1,295.00 each for a total of \$36,260.00

- 8\* Middlesex Regional Educational Services Commission Cooperative Bid Purchase  
**RESOLVED** that the Board of Education approve the purchase of Somerville High School fall athletic supplies in the amount of \$21,437.71 to Effinger Sporting Goods in accordance with Bid# MRESC 10/11-48 from Middlesex Regional Educational Services Commission.

- 9\* Change Order – Window Replacement at the Board of Education Building  
**RESOLVED** that the Board of Education approve the following change order related to the Window Replacement at the Board of Education Building: (Attachment NB-3)

Panoramic Window – CO-02 Final

This change order issued to implement caulking and sealant work around the interior perimeter of all the new installed window units. \$1,700.00 will be charged against the General Repair Allowance.

- 10\* Field Trips  
**RESOLVED** that the Board of Education approve the enclosed request for field trips.  
(Attachment NB-4)

- 11\* 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-5)

## **X. REPORT OF BOARD ITEMS**

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

\* Branchburg Vote Eligible

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 (June)
- B. Van Derveer School Fund (June)

**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 July 16, 2013	
10 General Fund	\$ 2,272,388.25
20 Special Revenue Fund	2,627.44
30 Capital Projects	1,470,028.05
TOTAL	\$ 3,745,043.74

**3.** Payroll

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

DATE	PAYROLL
June 21, 2013	\$ 511,544.69 (MS & VDV)
June 30, 2013	\$ 53,898.92 (MS & VDV)
July 15, 2013	\$ 31,647.66 (MS & VDV)

It is recommended that Items **4\*** through **7\*** be moved upon the recommendation of the Superintendent of Schools.

**4\*** Board Secretary's Financial Reports

**RESOLVED** that the Board of Education accept the Board Secretary's Reports listed below:

- A. Investments (June) (Attachment B-3)
- B. Food Services (June) (Attachment B-4)

**5\*** Acceptance of Monthly Reports

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

- A. High School Fund (June)
- B. Athletic/Extracurricular Fund (Not Available)

**6\*** Bills Lists

**RESOLVED** that the Board of Education approve the payment of the following obligations of the

\* Branchburg Vote Eligible

School District: (Attachment B-6)

District Wide and High School  
Bill List Dated July 16, 2013

10 General Fund	\$ 259,210.32
20 Special Revenue Fund	183,135.26
60 Cafeteria Fund	91,000.65
<b>TOTAL</b>	<b>\$ 533,346.23</b>

**7\*** Payroll

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

DATE	PAYROLL
June 21, 2013	\$552,883.11 (ADMIN & HS)
June 21, 2013	\$ 17,093.13 (FICA)
June 30, 2013	\$265,788.14 (ADMIN & HS)
June 30, 2013	\$ 17,183.54 (FICA)
July 15, 2013	\$318,427.12 (ADMIN & HS)
July 15, 2013	\$ 20,588.40 (FICA)

**B.** Buildings and Grounds Committee:

Kenneth Cornell, Chairperson  
Norman Chin, Member  
Al Kerestes, Member

**C.** Athletics and Student Activities Committee:

John Prudente, Chairperson  
Lucien Sergile, Member

**D.** Curriculum Committee:

Linda Olson, Chairperson

Curriculum Committee Meeting - June 17, 2013 (Attachment C-1)

**1\*** Textbook Adoption

**RESOLVED** that the Board of Education adopt the following textbooks for the RVCC Academy of Liberal Arts:

*GO! With Microsoft Office 2010 Volume One.* Gaskin, Ferrett, Targas, McLellan. Pearson

*Introductory Technology in Action 8<sup>th</sup> Edition.* Evans, Martin, Poatsy. Pearson

*Career choices and changes: A workbook to discover who you are, what you want, and how to get it. 4<sup>th</sup> Ed.* Bingham, M. & Stryer, S. (2012) St. George, UT: Academic Innovations

**E.** Policy Committee:

\* Branchburg Vote Eligible

Al Kerestes, Chairperson

\*First Reading

**RESOLVED** that the Board of Education approve the following policy for a first reading:  
(Attachment C-2)

P 9160          Public Attendance at School Events

- 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 Adamec, 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)

1.    To approve the appointment of the enclosed staff members to serve as Camp Somerville Middle School Grade 6 Orientation camp advisors on Wednesday, August 28, 2013 and Thursday, August 29, 2013 at a rate of \$35.00 per hour. (Attachment P-1)
2.    To approve the appointment of Allison Parajon to the position of Camp SMS coordinator from Monday, August 26, 2013 and Tuesday, August 27, 2013 at a rate of \$35.00 per hour.
3.    To approve the appointment of the following staff members to serve as before and after school

\* Branchburg Vote Eligible

outside monitors at Somerville Middle School for the 2013-2014 school year at a rate of \$34.00 per hour.

Alyssa Breeman  
Michael Callahan  
Jennifer DePace  
Bruce Harms  
William Penn  
Nicholas Petronko  
Debra Trifari  
David Zubia

4. To approve the appointment of the following staff members to the position of team leaders at the Somerville Middle School for the 2013-2014 school year at a stipend of \$1,595.00.

Grade 6 Team	Allison Parajon
Grade 7 Team	David Zubia
Grade 8 Team	Joann Liuzzo
Exploratory Team	Michael Callahan
  
5. To approve a change in salary guide placement for the following staff members effective September 1, 2013.

Mary Kroeper	MA+45
Jennifer Burke	MA+30
  
6. To approve the transfer of Stacy Williams from the position of secretary at Somerville High School to the position of secretary to the assistant principal at Van Derveer School to fill a vacancy caused by a nonrenewal effective August 26, 2013 to June 30, 2014 at a salary of \$46,758.00 (Step 2C) (prorated).
  
7. To approve the appointment of Joelle Kessler to the leave replacement position of teacher of kindergarten, at Van Derveer School to fill a vacancy caused by a child care leave (Cunningham) effective September 1, 2013 to June 30, 2014 at a salary of \$62,032.00 (BA+15 Step 9) (prorated).
  
8. To approve the appointment of Jennifer L'Atrelli to the leave replacement position of teacher of special education, at Van Derveer School to fill a vacancy caused by a child care leave (Mattia) effective September 1, 2013 to January 24, 2014 at a salary of \$57,707.00 (MA Step 2) (prorated).
  
9. To approve the appointment of Chelsea Grasso to the position of teacher of second grade, instructional: certificate of elementary school teacher in grades K-5, at Van Derveer School to fill a vacancy caused by a non-renewal effective September 1, 2013 to June 30, 2014 at a salary of \$53,065.00 (BA Step 1). (Attachment P-2)
  
10. To approve a newly created position of teacher of special education at Van Derveer School.
  
11. To approve a newly created position of teacher of special education at Van Derveer School.
  
12. To approve a newly created position of teacher of special education at the Somerville Middle School.

\* Branchburg Vote Eligible

13. To approve the appointment of Ashley Tury to the position of teacher of fifth grade, instructional: certificate of elementary school teacher in grades K-5, at Van Derveer School to fill a vacancy caused by a resignation (Lubrano) effective September 1, 2013 to June 30, 2014 at a salary of \$57,554.00 (MA Step 1). (Attachment P-3)
14. To approve the appointment of Thomas Bailey to the newly created position of teacher of special education 6-8, instructional: certificate of teacher of students with disabilities, at Somerville Middle School, effective September 1, 2013 to June 30, 2014 at a salary of \$59,385.00 (MA Step 6). (Attachment P-4)
15. To approve Catherine Parcels as a substitute teacher for the Special Education Extended School Year Program at her per diem rate on an as needed basis.
16. To approve the following individuals as volunteer mentors for Somerville Middle School to complete the Board's Strategic Goal #2.
 

Beverly Murdock	Daniel Puntillo
Richard Repole	Cheryl Oram
Jennifer Benaglio	Harold Vereen
Tyler Cuffie	Jesse Miller
Mason Robinson	Mr. Kulis
17. To approve the appointment of Adrianna White to the newly created position of teacher of special education, instructional: certificate of teacher of special education (pending), at Van Derveer School effective September 1, 2013 to June 30, 2014 at a salary of \$54,188.00 (BA+15 Step 1). (Attachment P-5)
18. To accept the resignation of Carol Floyd from the position of instructional assistant at Van Derveer School effective June 30, 2013.
19. To approve Jennifer Mitchell to serve as the third grade team leader at Van Derveer School from April 2013 to June 2013 at a stipend of \$318.00.
20. To approve the appointment of the following cafeteria/playground aides at Van Derveer School for the 2013-2014 school year at a rate of \$11.75 per hour.
 

Ashley Williams
Colleen Schmidt
Sharon Tremarco
Kathryn Moore
Elizabeth Duque
Linda Gallo
Zina Van Ness
Evelyn Johnson
Ruth McKean
Paula DeCanio
April Gadson

\* Branchburg Vote Eligible

21. To approve the appointment of the following head cafeteria/playground aides at Van Derveer School for the 2013-2014 school year at a rate of \$12.00 per hour.  
Colleen Gadson  
Kim Wortman
22. To approve the appointment of Lani Perruso to the position of assistant principal at Van Derveer School to fill a vacancy caused by a resignation (Diaz) effective September 1, 2013 to June 30, 2014 at a salary of \$86,000.00. (prorated) (Attachment P-6)
23. To approve the enclosed curriculum project stipends K-5. (Attachment P-7)
24. To approve the appointment of Nicole Maglione to the position of Learning Disabilities Teaching Consultant at Van Derveer School to fill a vacancy caused by a transfer (Hons) effective September 1, 2013 to June 30, 2014 at a salary of \$66,878.00 (MA+60 Step 7). (Attachment P-8)

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)

- 25\* To approve the appointment of Marisol Espinoza to the position of teacher of special education, instructional: certificate of teacher of special education, at Somerville High School to fill a vacancy caused by a retirement (Lerner) effective September 1, 2013 to June 30, 2014 at a salary of \$57,554.00 (MA Step 1). (Attachment P-9)
- 26\* To approve the appointment of Diane Csekitz to the position of teacher of chemistry, instructional: certificate of teacher of chemistry, at Somerville High School to fill a vacancy caused by a non-renewal effective September 1, 2013 to June 30, 2014 at a salary of \$57,901.00 (BA+15 Step 7). (Attachment P-10)
- 27\* To approve the appointment of Angela Goff to the leave replacement position of teacher of special education at Somerville High School to fill a vacancy caused by a child care leave (Broan) effective September 1, 2013 to June 30, 2014 at a salary of \$57,554.00 (MA Step 1).
- 28\* To approve the appointment of the enclosed individuals to the position of volunteers at Somerville High School for the 2013-2014 school year. (Attachment P-11)
- 29\* To approve a change in salary guide placement for Brent McGuinness, teacher of special education at Somerville High School, to MA+45 effective September 1, 2013.
- 30\* To approve the appointment of Heather Kennedy to the position of district television station manager advisor effective September 1, 2013 to June 30, 2014 at a stipend of \$15,000.00.
- 31\* To approve the appointment of the following staff members to the position of peer leadership

\* Branchburg Vote Eligible

advisors and coordinators for the 2013-2014 school year.

Michelle Moore – Advisor	\$2,259.00
Nicole Battaglia – Advisor	\$2,259.00
Lori Rastelli – Advisor	\$2,259.00
Lori Rastelli – Co-Coordinator	\$ 861.50
Christopher Gucker – Co-Coordinator	\$ 861.50

- 32\*** To approve the appointment of Kiernan Dugan to the position of assistant field hockey coach at Somerville High School for the 2013-2014 school year at a stipend of \$6,240.00.
- 33\*** To approve the appointment of Kathleen Dailey to the position of head softball coach at Somerville High School for the 2013-2014 school year at a stipend of \$8,225.00.
- 34\*** To approve the appointment of Craig Stires to the position of assistant football coach at Somerville High School for the 2013-2014 school year at a stipend of \$7,604.00.
- 35\*** To approve the appointment of Nancy DeNero to the position of business office clerk to fill a vacancy caused by a retirement (Street) effective September 1, 2013 to June 30, 2014 at a salary of \$38,964.00 (C10 Step 2).
- 36\*** To approve the enclosed curriculum projects stipends 9-12. (Attachment P-12)

## **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:*

- 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 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*

\* Branchburg Vote Eligible

*administration of the Board's business.*

**XIII. EXECUTIVE SESSION**

**RESOLVED** that the Board of Education move to recess into executive session to interview a candidate for the Somerville High School Principal position. 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.

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

**XIV. ADJOURNMENT**