

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, September 17, 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 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:

July 23, 2019	Regular Meeting
July 23, 2019	Executive Session
August 13, 2019	Board Retreat
August 20, 2019	Regular Meeting
September 3, 2019	Regular Meeting

VII. BOARD PRESIDENT'S REPORT

VIII. SUPERINTENDENT'S REPORT

New Staff Reception

Dr. Timothy M. Teehan, Superintendent of Schools
Directors and Building Principals

District Highlights

Dr. Timothy M. Teehan, Superintendent of Schools

IX. REPORT OF BOARD ITEMS/COMMITTEE REPORTS

- A.** Finance Committee:
Erin Sweitzer, Chairperson

It is recommended that Items **1** through **5** be moved upon the recommendation of the Superintendent of Schools.

* Branchburg Vote Eligible

1. Board Secretary's Financial Reports

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

- A. Treasurer's Report (July) (Attachment C-1)
- B. Secretary's Report (July) (Attachment C-2)
- C. Investments (July) (Attachment C-3)

2. Acceptance of Monthly Reports

RESOLVED that the Board of Education accept the monthly reports as listed below:
(Attachment C-4)

- A. Van Derveer School Student Activities Fund (August)
- B. Somerville Middle School Student Activities Fund (July and August)
- C. Somerville High School Student Activities Fund (August)
- D. Somerville High School Athletic/Extracurricular Fund (August)

3. Payroll

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

DATE	PAYROLL
August 30, 2019	\$ 212,254.65
August 30, 2019	\$ 8,493.55 (FICA)
September 13, 2019	\$ 1,263,578.05
September 13, 2019	\$ 21,458.15 (FICA)

4. Bills List

RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment C-5)

Van Derveer School and Somerville Middle School	
Bills List Dated September 17, 2019	
10 General Fund	\$ 200,471.48
20 Special Revenue Fund	5,768.97
TOTAL	\$ 206,240.45

5. Line Item Transfers

RESOLVED that the Board of Education approve the enclosed June and July line item transfers. (Attachment C-6)

It is recommended that Item 6* through 16* 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-7)

Somerville High School and Districtwide	
Bills List Dated September 17, 2019	
10 General Fund	\$ 937,479.48
20 Special Revenue Fund	175,994.75
60 Cafeteria Fund	185.98
TOTAL	\$ 1,113,660.21

7* CO-2019-124 Somerville B/E (JB)

RESOLVED that the Board of Education approves the settlement agreement with the Somerville Education Association, PERC Docket No. CO-2019-124, in accordance with the terms and conditions therein.

8* Nonpublic School Security Aid Program

RESOLVED that the Board of Education approve the attached New Jersey Nonpublic School Security Aid program Order Forms for Immaculate Conception School. (Attachment C-8)

9* Care Finders Total Care LLC

WHEREAS, the Somerville Board of Education (hereinafter referred to as the "Board") desires to retain LPN nursing services for the Somerville School District (hereinafter referred to as the "District"); and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5, the awarding of contracts for the provision of professional services are exempt from the bidding requirements of the Public School Contract Law; and

WHEREAS, Care Finders Total Care LLC has a demonstrated record of having the experience and resources to perform the contract; and, the reputation and responsibility of Care Finders Total Care LLC are satisfactory; and, they have a demonstrated history of providing comprehensive services to direct service delivery and consultation; and

WHEREAS, Care Finders Total Care LLC has submitted a proposal indicating the firm will provide LPN nursing services for the Board in accordance with Care Finders Total Care LLC proposal; and

WHEREAS, the Business Administrator/Board Secretary has determined that the value of the services will exceed \$17,500; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to Care Finders Total Care LLC to provide nursing services to the District for the 2019-2020 school year at a rate of \$43.00 per hour for LPN nursing services and a rate of \$53.00 per hour for RN nursing services.

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

10* Preferred Home Health Care & Nursing Services, Inc.

WHEREAS, the Somerville Board of Education (hereinafter referred to as the “Board”) desires to retain LPN nursing services for the Somerville School District (hereinafter referred to as the “District”); and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5, the awarding of contracts for the provision of professional services are exempt from the bidding requirements of the Public School Contract Law; and

WHEREAS, Preferred Home Health Care & Nursing Services, Inc. has a demonstrated record of having the experience and resources to perform the contract; and, the reputation and responsibility of Preferred Home Health Care & Nursing Services, Inc. are satisfactory; and, they have a demonstrated history of providing comprehensive services to direct service delivery and consultation; and

WHEREAS, Preferred Home Health Care & Nursing Services, Inc. has submitted a proposal indicating the firm will provide LPN nursing services for the Board in accordance with Preferred Home Health Care & Nursing Services, Inc. proposal; and

WHEREAS, the Business Administrator/Board Secretary has determined that the value of the services will exceed \$17,500; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to Preferred Home Health Care & Nursing Services, Inc. to provide nursing services to the District for the 2019-2020 school year at a rate of \$44.50 per hour for LPN nursing services and a rate of \$54.50 per hour for RN nursing services.

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

11* Career and Technical Education Program

RESOLVED that the Board of Education approve the application submission to the New Jersey Department of Education for a Computer Support Services Career and Technical Education Program, CIP Code 110006, in the Information and Technology Career Cluster.

* Branchburg Vote Eligible

12* Independent Study
RESOLVED that the Board of Education approve the attached Independent Study application for student #201126 at Somerville High School for the 2019-2020 school year. (Attachment C-9)

13* Branchburg Shared Service Agreement for Teacher of the Deaf
RESOLVED that the Board of Education approve the attached Shared Services Agreement for a Teacher of the Deaf with Branchburg Board of Education in the amount of \$25,803.51 for the 2019-2020 school year. (Attachment C- 10)

14* 2019-2020 Non-Public School Nursing Plan
RESOLVED that the Board of Education approve the attached 2019-2020 Non-Public School Nursing Plan. (Attachment C- 11)

15* Disposal of Obsolete Materials
RESOLVED that the Board of Education approve the attached recommendation from the Van Derveer School Principal to dispose of obsolete instructional materials in accordance with Policy/Regulation 3260/3270 because they are so outdated as to no longer serve as worthy instructional tools. In addition, student desks which are no longer relevant for classroom instruction. (Attachment C-12)

16* 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-13)

B. Buildings and Grounds Committee:
Daniel Puntillo, Chairperson

Facilities Report (Attachment C-14)

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

* Branchburg Vote Eligible

- D.** Curriculum Committee:
Denise Van Horn, Chairperson

Committee Report (Attachment C-15)

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

1. Somerville Middle School Gifted and Talented Program
RESOLVED that the Board of Education approve the Gifted and Talented Program at Somerville Middle School for the 2019-2020 school year.
2. Van Derveer Elementary School Title I Reading and Math Program
RESOLVED that the Board of Education approve the Title I Reading and Math Program at Van Derveer School for the 2019-2020 school year which will be held for one hour, four afternoons per week for 20 weeks from September 23, 2019 to May 15, 2020.

It is recommended that Items **3*** and **4*** be moved upon the recommendation of the Superintendent of Schools.

- 3* Somerville High School Curriculum Guide
RESOLVED that the Board of Education approve the following curriculum guide for Somerville High School:

Intro to Game Design

- 4* Field Trips
RESOLVED that the Board of Education approve the enclosed request for field trips. (Attachment C-16)

- E.** **Technology Committee:**
Denise Van Horn, Chairperson

Technology Committee Report (Attachment C-17)

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 AM and PM Monitor at Somerville Middle School for the 2019-2020 school year at the rate of \$36.00 per hour:

Thomas George
Jeannine Guerriero
David Peist
Allison Parajon
Stacey Fernandez
Irene Barist
Debra Trifari
Sean Barowski
Kim Wortman

2. To approve the appointment of Ann Colodner to serve as a special education Wilson reading tutor for the 2019-2020 school year at Van Derveer Elementary School at the rate of \$51.50 per hour.
3. To approve a paid maternity leave of absence form Melanie Scott, Teacher at VanDerveer School, effective November 1, 2019 through December 6, 2019 and an unpaid child care leave of absence in accordance with the New Jersey Family Leave Act effective December 9, 2019 through January 3, 2020.
4. To approve the newly-created positions of three (3) Cafeteria Aides at Somerville Middle School for the 2019-2020 school year.
5. To approve the appointment of the following staff members for the Title I Reading and Math Program at Van Derveer School for the 2019-2020 school year. which will be held for one hour four afternoons for 20 weeks during the period of September 23, 2019 to May 15, 2020 at the rate of \$72.10 per hour:

Classroom Teachers
Brittany Chiaffarano
Andrea Dominko
Lindsay Frevert
Lindsay Gottfried
Kaitlyn Kohlhepp
Michelle Lanouette
Ellen McNany

Karen Mach
Megan Royack
Heather Shoolman
Jennifer Setzer
Substitute Teacher
Holly Ehrnman

- 6. To approve the appointment of Kenneth Heimberg to the position of volunteer at Van Derveer School for the Title I Reading Program for the 2019-2020 school year.

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)

- 7* To approve the appointment of Jennifer Depace to the position of Alternate Anti-Bullying Specialist at Somerville High School for the 2019-2020 school year at no additional remuneration.
- 8* To approve the appointment of Jennifer Depace to serve as a member of the School Safety/Climate Team at Somerville High School for the 2019-2020 school year at no additional remuneration.
- 9* To approve the appointment of Corrinne Greasley, a Raritan Valley Community College Professor, to teach a liberal arts course for the SALA Program at Somerville High School for the 2019-2020 school year.
- 10* To approve the appointment of the following individuals as substitutes for the 2019-2020 school year at the approved substitute rate:

Zubia Masood
Betty Miller
Nicolas Noa
Briana Shakespeare
Ronald Tsung

- 11* To approve the appointment of the following individuals as volunteers at Somerville High School for the 2019-2020 school year:

Cynthia Migliore	Marching Band
Lawrence Migliore	Marching Band
Fred Neske	Marching Band
Taylor Rehe	Marching Band
Regina Santangelo	Music Department

- 12* To approve the appointment of Janet Jacobson to facilitate an Experiencing Art course for the MAPS Program effective September 1, 2019 to June 30, 2020 at a stipend of \$5,000.00.
- 13* To approve a salary adjustment for Antonette D’Angelo effective July 1, 2019 to June 30, 2020 of an additional \$4,000.

* Branchburg Vote Eligible

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.

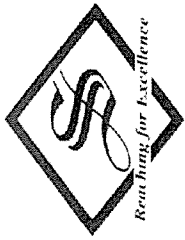
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XIV. EXECUTIVE SESSION

RESOLVED that the Board of Education move to recess into executive session to discuss a grievance and a personnel matter. 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

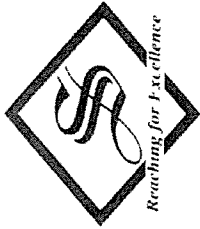


Somerville Public Schools

Somerville Board of Education Approval of Field Trip Requests

Date Presented to the Board of Education: September 17, 2019 Date approved by the Board of Education: _____

Season/Year	School	Destination	Board of Education Cost if any
Year Round	SMS	Various places downtown somerville	None/Walking
Year Round	SMS	Shoprite - Somerville	None/Walking
Fall, 2019	SMS	Museum of American Revolution	Charter/Students Pay



Somerville Public Schools

Somerville Board of Education Approval of Travel Expenses

Date presented to the Board of Education: September 17, 2019

Date approved by the Board of Education: _____

Notes

- 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
- Any expenses, other than those listed under "Reimbursable Expenses" must be explained in the "Comments" columns

Travel Expenditures

	<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	Registration Fee(s)	Total Miles	Reimbursable Expenses						Description
								Parking	Toll(s)	Lodging	Meal(s)	Other Expenses	Total Mileage Cost	
Badawy, Neshwa	2	B	Pines Manor - Edison	1	10/4/2019	\$149.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJSCA Conference
Badawy, Neshwa	1	B	Monroe Twps - FEA Conference Center	1	11/20/2019	\$149.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	I&RS The Next Generation
Birnbaum, Christine	1	B	Paramus School	9	various	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Coaching Cohort with Tom Marshall
Cebula, Melissa	2	B	Ocean Place Resort - Long Branch	3	10/5-7/2019	\$135.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	AENJ Conference
DeLuca, Kathleen	2	B	RVCC - Branchburg	1	10/25/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Safe Coalition Conference
Honrath, Mary	1	B	Stockton College	1	10/25/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	School Counselor Training
Knoeppel, Gary	2	B	Lawrenceville, NJ	1	10/30/2019	\$50.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Adapted Health & PE Conference
Reavey, Dayle	1	B	East Brunswick, NJ	1	10/23/2019	\$229.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Autism - Across the Spectrum
Sroczyński, Helena	2	B	Pines Manor - Edison	1	10/4/2019	\$109.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NJSCA Conference
Sroczyński, Helena	1	B	Pines Manor - Edison	1	10/24/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Self Harming Behaviors Training
Sroczyński, Helena	1	B	Monroe Twps - FEA Conference Center	1	11/20/2019	\$149.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	I&RS The Next Generation
Tackvic, Charlene, Helwig, Patti, Fervert, Lindsay, Setzer, Jennifer, Schwarz, Sharon	1	B	South Brunswick School District	1	9/26/2019	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Portfolio Evaluation Model Training
Warner, Jessica	1	B	Paramus School	9	various	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Coaching Cohort with Tom Marshall

Date presented to the Board of Education: September 17, 2019

Date approved by the Board of Education: _____

Notes

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- Any expenses, other than those listed under "Reimbursable Expenses" must be explained in the "Comments" columns

Travel Expenditures	Code	Member Category	Code
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	Registration Fee(s)	Total Miles	Total Mileage Cost	Parking	Toll(s)	Lodging	Meal(s)	Other Expenses	Description
Wetland, Ben	1	B	Duke Farm - Hillsborough	1	9/27/2019	\$65.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Alliance for NJ Environmental Education