

SOMERVILLE BOARD OF EDUCATION

51 West Cliff Street
Somerville, NJ 08876

AGENDA

Tuesday, March 22, 2016
District Conference Room
7:00 p.m.

Mission Statement

Somerville Schools provide the highest quality education through an environment that promotes individual excellence.

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 on January 5, 2016. 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.

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 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. SUPERINTENDENT'S REPORT

Master Board of Education Member Discussion

Comprehensive Equity Plan for School Years 2016-2017 through 2018-2019

Mrs. Joanne Sung – Director of Curriculum and Instruction

RESOLVED that the Board of Education approve the enclosed Comprehensive Equity Plan for school years 2016-2017 through 2017-2018. (Attachment NB-1)

Budget Discussion

Mr. Bryan P. Boyce, School Business Administrator

Approval of Tentative School District Budget For 2016-2017

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 2015-2016 to date is \$19,227; and

WHEREAS, the maximum travel expenditure amount established for 2015-2016 is \$57,550; and

WHEREAS, included in the 2016-2017 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 2016-2017 budget establishes \$53,285 as a maximum travel expenditure amount for all staff and board members; and

BE IT FURTHER RESOLVED that the Somerville Board of Education requests the use of banked CAP in the amount of \$150,000 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 longer period of time; and

BE IT FURTHER RESOLVED that the Somerville Board of Education requests the approval a capital reserve deposit in the amount of \$125,000.00. The district intends to utilize these funds for the replacement of synthetic turf at Somerville High School, and

BE IT FURTHER RESOLVED that the tentative budget be approved for the 2016-2016 School Year using the 2016-2017 state aid figures and 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 REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2016-17 Total Expenditures	40,377,208	2,103,713	2,330,034	44,810,955
Less: Anticipated Revenues	<u>18,926,642</u>	<u>2,103,713</u>	<u>712,676</u>	<u>21,743,031</u>
Taxes to be Raised	<u>21,450,566</u>	<u>0</u>	<u>1,617,358</u>	<u>23,067,924</u>

And to advertise said tentative budget in the Courier News in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the District Offices located at 51 West Cliff Street, Somerville, New Jersey on April 26, 2016 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year; 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.

District Highlights

Dr. Timothy J. Purnell, Superintendent of Schools

VII. OLD BUSINESS

VIII. NEW BUSINESS

It is recommended that Items **1** through **13** 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

* Branchburg Vote Eligible

Harassment, Intimidation and Bullying confirmed report cases #2015-16:1SMS and 2015-16:2SMS and unconfirmed report cases #2015-16:4SMS-NC and 2015-16:13SHS-NC.

2. Transfer from Capital Reserve

RESOLVED that the Board of Education authorize the withdrawal of capital reserve account funds for the purpose of Van Derveer School Security Upgrade Project - DOE Project #4820-090-14-1009 in the amount of \$7,961.00.

3. Change Orders – VanDerveer Security Upgrade Project

RESOLVED that the Board of Education approve the following change orders related to the Van Derveer School Security Upgrade Project: (Attachment NB-2)

Change Order # – Open Systems

This change order issued for Open Systems to furnish and install four new interior dome cameras, shipping, installation, programming, testing and training utilizing the Middlesex Regional Education Service Commission Cooperative pricing agreement.

Add: \$7,961.00

4. Nonpublic School Security Aid

RESOLVED that the Board of Education approve the attached New Jersey Nonpublic School Technology Initiative Program Order Forms from Immaculate Conception School and Immaculata High School. (Attachment NB-3)

5. 2016-2017 School Year Interlocal Transportation Services Agreement Resolution For Participation In Coordinated Transportation

WHEREAS, Somerville Board of Education (“Board”) desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Somerset County Educational Services Commission, hereinafter referred to as the SCESC, offers coordinated transportation services; and

WHEREAS, the SCESC will organize, provide and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 4%, as presented to the Board as calculated by the billing formula adopted by the SCESC. Said formula shall be based on a route cost divided by home to school mileage of students allocated to each participating district. The total amount to be charged to district will be adjusted based on actual costs. Payments will be due within 30 days of receipt by the district and deemed late after 60 days with an additional 1% fee for late payments. At the discretion of the SCESC, late fee charges may be waived for extenuating circumstances.

1. The SCESC will provide the following services:

a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;

- b. transportation each day while school or classes attended are in session;
- c. monthly billing and invoices;
- d. computer print-outs of student lists for all routes coordinated by SCESC;
- e. all information necessary for the accurate submission of the District Report of Transported Resident Students;
- f. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
- g. constant/timely review and revision of routes;
- h. transportation as soon as possible after receipt of the formal written request;
- i. a bid analysis to participating district boards of education upon their request; and
- j. timely submission of contracts, contract renewals or contract addenda to the county office for approval.

2. It is further agreed that the Board will provide the SCESC with the following:

- a. copies of district policies as they relate to ride time or other specific transportation parameters;
- b. requests for transportation on forms to be provided by the SCESC, completed in full and signed by authorized district personnel;
- c. forms will contain all necessary and relevant information, medical or otherwise, regarding individual student's condition and transportation needs;
- d. withdrawal for any transportation must be provided in writing and signed by authorized district personnel; and
- e. strict adherence to the established payment schedule.

3. Additional Cost - all additional costs generated by unique requests, including but not limited to, mid-day runs or early dismissals will be borne by the district making such request.

4. It is understood that any change in the number of students being transported on each route, or changes in mileage during the course of the year will necessitate a reapportionment and adjustment of costs.

5. The SCESC accepts no responsibility for assuring a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route the monthly billings for the pupil's reserved seat will continue until the SCESC is otherwise notified, in writing, to delete the pupil from the assigned route.

6. Other Services: the SCESC also provides coordinated regional bus maintenance services, safety training, and other related transportation services for an additional fee as a shared services program, the Board may participate at any time.

7. Length of Agreement - This agreement and obligations and requirements therein shall be in effect between September 1, 2016 and August 31, 2017.

8. Entire Agreement: This agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.

9. It is understood and agreed by the parties hereto that this agreement shall be without force and

effect until it shall have been approved by the Executive County Superintendent of the County of Somerset and any additional County Superintendent, where applicable.

6. Stomp Out Bullying Assembly
RESOLVED that the Board of Education approve a free assembly from STOMP Out Bullying and a visit from a New York Jets Player for the students at Somerville Middle School to educate them on bullying prevention and positive behavior among their peers on a date to be determined.
7. Girl Scout Silver Award Project
RESOLVED that the Board of Education approve student #1221 from the Somerville Middle School to earn her Girl Scout Silver Award through a project to promote positivity through a blog she will develop and manage under the supervision of Dr. Helena Sroczyński.
8. Somerville Middle School PARCC Testing Early Dismissal
RESOLVED that the Board of Education approve a 1:30 p.m. early dismissal for the Somerville Middle School Students during the PARCC testing being administered on April 6, 7, 8, 13, 14 & 15, 2016.
9. Somerville High School PARCC Modified Instructional Schedule
RESOLVED that the Board of Education approve the attached modified instructional schedule for Somerville High School during PARCC testing being administered April 12 through April 19, 2016. (Attachment NB-4)
10. Elementary and Secondary Education Act (ESEA) Accountability Action Plan – 2015 Participation Rate
RESOLVED that the Board of Education approve the attached ESEA Accountability Action Plan-2015 Participation Rate. (Attachment NB-5)
11. Summer Program Price Increase
RESOLVED that the Board of Education approve the attached price increases for the 2016 summer programs. (Attachment NB-6)
12. Field Trips
RESOLVED that the Board of Education approve the enclosed request for field trips. (Attachment NB-7)
13. 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-8)

IX. REPORT OF BOARD ITEMS

- A. Student Board Member Report
Christina Schuler, Student Representative
Arthur J. Akins, Student Representative
- B. Finance Committee:
Daniel Puntillo, Chairperson
Dianne Durland, Member
Lucien Sergile, Member

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 (February) (Attachment B-1)
- B. Secretary's Report (February) (Attachment B-2)
- C. Investments(February) (Attachment B-3)
- D. Food Services (February) (Attachment B-4)

2. Acceptance of Monthly Reports

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

- A. Van Derveer School Fund (February)
- B. Middle School Fund (February)
- C. High School Fund (February)
- D. Athletic/Extracurricular Fund (February)

3. Payroll

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

DATE	PAYROLL
February 29, 2016	\$1,115,977.83
February 29, 2016	\$ 17,649.25 (FICA)
March 15, 2016	\$1,208,489.31
March 15, 2016	\$ 25,434.36 (FICA)

4. Bills Lists

RESOLVED that the Board of Education approve the payment of the following obligations of the School District: (Attachment B-6)

* Branchburg Vote Eligible

Van Derveer and Middle Schools	
Bills List Dated March 22, 2016	
10 General Fund	\$ 86,780.30
20 Special Revenue Fund	652.25
30 Capital Projects Fund	169,531.56
TOTAL	\$ 256,964.11

5. Line Item Transfers

RESOLVED that the Board of Education approve the enclosed February line item transfers. (Attachment B-7)

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

6* Bills Lists

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

High School and Districtwide	
Bill List Dated March 22, 2016	
10 General Fund	\$ 868,305.69
20 Special Revenue Fund	106,630.44
30 Capital Projects Fund	149,292.04
60 Cafeteria Fund	58,800.83
TOTAL	\$ 1,183,029.00

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 February 29, 2016 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: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:

Kenneth Cornell, Chairperson
John Prudente, Member

Facilities Report (Attachment C-1)

D. Athletics and Student Activities Committee:

Daniel Puntillo/Lucien Sergile, Chairpersons
James Jones, Member

E. Curriculum Committee:

* Branchburg Vote Eligible

Linda Olson, Chairperson
Lucien Sergile, Member
Melissa Sadin, Member

Curriculum Committee Report (Attachment C-2)

1. Revision of Curriculum Map

RESOLVED that the Board of Education approve the revision of the following curriculum map:

Elementary
World Language

2* Revision of Curriculum Maps

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

High School
Big History
Human Conscience
Exploring Spanish Culture through Community
Spanish 3H
Spanish 4H
Mobile App Development
Java Programming
AP English
AP Psychology

F. Policy Committee:
John Prudente, Chairperson
Dianne Durland, Member

1. Second Reading

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

P/R 1240	Evaluation of Superintendent
P 3431.1	Family Leave
P 4431.1	Family Leave
R 5200	Attendance
R 5600	Student Discipline/Code of Conduct
P/R 7510	Use of Facilities

G. Technology Committee:
Norman Chin, Chairperson
Kenneth Cornell, Member

Technology Committee Report (Attachment C-4)

* Branchburg Vote Eligible

- H.** Borough Council/B.O.E. Liaison:
Lucien Sergile, Liaison
- I.** Somerset County Educational Services Commission:
Daniel Puntillo, Liaison
- J.** New Jersey School Boards Association:
Melissa Sadin, Delegate
- K.** Somerset County Association of Boards of Education:
Melissa Sadin, Delegate
- 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 Debra Trifari to the position of volunteer for the Somerville Middle School softball team for the 2016 spring season.
2. To accept the resignation of Amanda Rinaldi from the position of instructional assistant at Van Derveer School effective March 24, 2016.
3. To approve a change in the appointment of Alyssa Breeman from the position of intramural volleyball co-coach to coach for the 2015-2016 school year at a stipend of \$2,124.89.
4. To approve the appointment of Mary Ellen Griffin to the position of substitute speech therapist at Van Derveer School for two days per week from March 23, 2016 through June 30, 2016 at a rate of \$75.00 per hour paid through IDEA funds.
5. To approve the appointment of Kristine Keating to the position of PM dismissal monitor at Van Derveer School at a stipend of \$36.00 per hour.
6. To approve a paid medical leave of absence for Jay Chandrashekhar, instructional assistant at Van Derveer School 3-5, effective May 31, 2016 through June 30, 2016.

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 accept the resignation of Kacie Peluso from the position of teacher of Biology at Somerville High School effective June 30, 2016.

* Branchburg Vote Eligible

- 8* To approve the appointment of Ashley Madalon to the position of teacher of Biology; instructional; certificate of teacher of biological science, at Somerville High School to fill a vacancy caused by a resignation (Peluso) effective September 1, 2016 to June 30, 2017 at a salary of \$62,650.00 (MA Step 7). (Attachment P-1)
- 9* To approve a paid childcare leave of absence for Megan LaMarca, teacher of special education at Somerville High School from September 6, 2016 to October 4, 2016 and an unpaid childcare leave of absence in accordance with the New Jersey Family Leave Act from October 5, 2016 to June 30, 2017.
- 10* To approve the appointment of Joanne Sung, Director of Curriculum and Instruction to the position of District Testing Coordinator for the 2015-2016 school year at no additional remuneration.
- 11* To approve the appointment of Melissa McEntee, Director of 21st Century Education to the position of PARCC Coordinator for the 2015-2016 school year at no additional remuneration.
- 12* To approve the appointment of the following individuals to the position of substitute teachers for the 2015-2016 school year at the rate of \$90.00 per diem:
 - Kyle Buckler
 - Laura Fahey
- 13* To approve the appointment of Angelica Denino to the position of part time bus driver for the 2016-2017 school year at a rate of \$20.00 per hour.
- 14* To approve a change in position for Ana Zambrano from Secretary of Federal and State programs to Secretary to the Director of Special Services and Health Services.
- 15* To approve the appointment of Celeste McCall to the position of volunteer for the softball team at Somerville High School for the 2015-2016 school year.

XI. 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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- 2. *Each statement made by a participant shall be limited to three minutes duration*
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 - b. *Request any individual to leave the meeting when that person does not observe*

* Branchburg Vote Eligible

- 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.*

XII. EXECUTIVE SESSION

RESOLVED that the Board of Education move to recess into executive session to discuss HIB case #2015-16:10SHS and student 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.

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

XIII. ADJOURNMENT