

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING AGENDA – APRIL 17, 2013**

**EXECUTIVE SESSION – 6:00 P.M.
PRINCIPAL’S CONFERENCE ROOM AT BERNARDS HIGH SCHOOL**

**PUBLIC INPUT & ACTION MEETING – 7:30 P.M.
BERNARDS HIGH SCHOOL**

I. Call to Order

II. Roll Call

III. Executive Session

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and WHEREAS the matters about to be presented for discussion clearly meet the “circumstances” test of such Act:

RESOLVED that the Board of Education of Somerset Hills now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation.

And, be it further,

RESOLVED that the discussion in Executive Session be disclosed when the Board’s consideration of the subject matter has been closed, or that such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

IV. Welcome

Welcome to a meeting of the Board of Education of Somerset Hills. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act: (Chapter 231 Laws of 1975), and that advance notice required therein has been provided. This is a meeting of the Board of Education of Somerset Hills at which formal action may be taken. The public will have an opportunity to be heard as shown on the Agenda.

V. Pledge of Allegiance

VI. Correspondence

VII. Report of the Superintendent

1. Student/Staff Recognition

VIII. Public Questions & Comments

We very much welcome input from the public. Public comments are welcome at this time on any agenda item. Towards the end of the meeting there is a second public forum on any topic. Please state your name and address. Comments are limited to three minutes, but an individual may speak a second time after all others who wish to speak on the topic have been heard. Please understand that our public forums are not structured as question and answer sessions, but are offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, the Board President or Superintendent may address the comment. In accordance with New Jersey Statute, the Board will not discuss matters regarding specific personnel. Public Questions and Comments will be limited to 30 minutes. Thank you for your input.

IX. Approval of Minutes

Action
Resolution

1. Approval of Minutes

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for March 27, 2013.

X. Finance

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution

1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of March 2013 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$5,850,911.19	\$5,850,911.19
(20) Special Revenue Fund	\$(225,336.13)	\$(225,336.13)
(30) Capital Projects Fund	\$(106,798.80)	\$(106,798.80)
(40)Debt Service Fund	\$(850,616.45)	\$(850,616.45)
Total Government Funds	\$4,668,159.81	\$4,668,159.81

(1) From Secretary's Report

(2) From Treasurer's Report

WHEREAS in compliance with N.J.A.C.6A: 23-2.1(c)3 the secretary has certified that, as of the date of the report(s), no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education, now, therefore, be it RESOLVED, the Board of Education accepts the above referenced report and certifications and orders that they be attached to and made part of the record of this meeting, and be it FURTHER RESOLVED, in compliance with N.J.A.C.6A: 23-3.11(c) 4, the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6A: 23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

Action
Resolution

2. Approve 2012-2013 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for March 2013.

Action
Resolution3. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated March 2013 covering check numbers 28146 to 28150 in the amount of \$1,110,298.63 with the recommendation that they be paid, and

Now, therefore, be it Resolved, that the following bills be paid and an itemized list be filed with the minutes of this meeting:

FUND	AMOUNT
(10) General Fund	\$1,105,482.23
(20) Special Revenue Fund	\$4,816.40
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$1,110,298.63

WHEREAS, the Board Secretary has presented a check register dated April 2013 covering check numbers 28140 to 28279 in the amount of \$718,298.57 with the recommendation that they be paid, and

Now, therefore, be it Resolved, that the following bills be paid and an itemized list be filed with the minutes of this meeting:

FUND	AMOUNT
(10) General Fund	\$694,325.34
(20) Special Revenue Fund	\$23,973.23
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$718,298.57

Action
Resolution4. Board Secretary Tax Request Authorization: Borough of Bernardsville

Resolved, that the amount of taxes hereby certified as \$20,577,057.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2013-2014 school year from the Borough of Bernardsville and, be it further

Resolved, that the amount of taxes hereby certified as \$2,360,634.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2013-2014 school year from the Borough of Bernardsville, and, be it further

Resolved, that the Borough of Bernardsville is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$1,695,968.00	\$198,696.00	\$1,894,664.00
August	\$1,695,968.00	\$198,696.00	\$1,894,664.00
September	\$1,695,968.00	\$198,696.00	\$1,894,664.00
October	\$1,695,968.00	\$198,696.00	\$1,894,664.00
November	\$1,695,968.00	\$198,696.00	\$1,894,664.00
December	\$1,695,968.00	\$198,694.00	\$1,894,662.00
January	\$1,733,541.50	\$194,743.00	\$1,928,284.50

February	\$1,733,541.50	\$194,743.00	\$1,928,284.50
March	\$1,733,541.50	\$194,743.00	\$1,928,284.50
April	\$1,733,541.50	\$194,743.00	\$1,928,284.50
May	\$1,733,541.50	\$194,743.00	\$1,928,284.50
June	\$1,733,541.50	\$194,745.00	\$1,928,286.50
Total	\$20,577,057.00	\$2,360,634.00	\$22,937,691.00

Action
Resolution

5. Board Secretary Tax Request Authorization: Borough of Far Hills

Resolved, that the amount of taxes hereby certified as \$1,634,384.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2013-2014 school year from the Borough of Far Hills and, be it further

Resolved, that the amount of taxes hereby certified as \$187,559.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2013-2014 school year from the Borough of Far Hills, and, be it further

Resolved, that the Borough of Far Hills is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$136,764.00	\$16,023.00	\$152,787.00
August	\$136,764.00	\$16,023.00	\$152,787.00
September	\$136,764.00	\$16,023.00	\$152,787.00
October	\$136,764.00	\$16,023.00	\$152,787.00
November	\$136,764.00	\$16,023.00	\$152,787.00
December	\$136,766.00	\$16,023.00	\$152,789.00
January	\$135,633.00	\$15,237.00	\$150,870.00
February	\$135,633.00	\$15,237.00	\$150,870.00
March	\$135,633.00	\$15,237.00	\$150,870.00
April	\$135,633.00	\$15,237.00	\$150,870.00
May	\$135,633.00	\$15,237.00	\$150,870.00
June	\$135,633.00	\$15,236.00	\$150,869.00
Total	\$1,634,384.00	\$187,559.00	\$1,821,943.00

Action
Resolution

6. Board Secretary Tax Request Authorization: Borough of Peapack-Gladstone

Resolved, that the amount of taxes hereby certified as \$5,676,041.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2013-2014 school year from the Borough of Peapack/Gladstone and, be it further

Resolved, that the amount of taxes hereby certified as \$651,176.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2013-2014 school years from the Borough of Peapack/Gladstone, and, be it further

Resolved, that the Borough of Peapack/Gladstone is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$468,215.00	\$54,855.00	\$523,070.00
August	\$468,215.00	\$54,855.00	\$523,070.00

September	\$468,215.00	\$54,855.00	\$523,070.00
October	\$468,215.00	\$54,855.00	\$523,070.00
November	\$468,215.00	\$54,855.00	\$523,070.00
December	\$468,215.00	\$54,855.00	\$523,070.00
January	\$477,792.00	\$53,675.00	\$531,467.00
February	\$477,792.00	\$53,675.00	\$531,467.00
March	\$477,792.00	\$53,675.00	\$531,467.00
April	\$477,792.00	\$53,675.00	\$531,467.00
May	\$477,792.00	\$53,675.00	\$531,467.00
June	\$477,791.00	\$53,671.00	\$531,462.00
Total	\$5,676,041.00	\$651,176.00	\$6,327,217.00

Action
Resolution

7. Approve Out of District Placement

Resolved, that the Somerset Hill Board of Education approve the following out of district placement for the 2012/2013 school year:

Student ID#	Provider	Location
1105155019	Shepard Prep High School	Morristown, NJ

XI.

Curriculum

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution

1. Approve Field Trips*

Resolved, that the Somerset Hills Board of Education approve the following field trips:

School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
BHS	a) WL/ESL Annual Poetry Recitation Contest William Paterson University Wayne NJ	5/16/13	12	0	2
BES	b) BES MD Class & Bedminster MD Class 7 Presidents Park/Beach Long Branch NJ	6/7/13 Rain date 6/12/13	6	7	0

Action
Resolution

2. Approve Professional Development*

Resolved, that the Somerset Hills Board of Education approve the following professional development:

School	Name	Workshop/Conference	Est. Cost	Date
BES	a) Ayres, Karen	Developing Positive Emotional Habits	\$87.37	4/22/13
BES	b) Craver, Marcella	Developing Positive Emotional Habits	\$93.26	4/22/13
BHS	c) DuBois, Louis	Self Mutilation: An Act of Emotional Survival	\$96.00	4/26/13
Olcott	d) Hunter, Nancy	NJASBO 2013 Annual Conference	\$745.00	6/5-7/13
BHS	e) Janosko, Ashley	Self Mutilation: An Act of Emotional Survival	\$123.41	4/26/13
BHS	f) Neigel, Scott	Kim Marshall Principal Evaluation System	\$80.00	5/31/13
BHS	g) Smith, Richard	AP World History Summer Institute	\$1,651	6/24-28/13

2013 – 2014 School Year

School	Name	Workshop/Conference	Est. Cost	Date
BES	Dempsey, Gretchen	The Reading and Writing Project: Writer's Workshop	\$865.00	8/5-9/13
BES	Phelan, Amy	The Reading and Writing Project: Reading Institute	\$700.00	7/1-6/13
BHS	Smith, Richard	Foundation for Teaching Economics	\$387.00	7/29-8/1/13

Action Resolution

3. Approve Integrated Preschool Program Tuition
Resolved that the Somerset Hills School District approve a fee for general education students attending the Integrated Preschool Program for the 2013-2014 school year in the amount of \$2,500.00.

Action Resolution

4. Approve 2013-2014 Tuition Rates*
Resolved, that the Somerset Hills Board of Education approve the 2013-2014 tuition rates:

GRADE	TUITION
KINDERGARTEN	\$10,244.00
1-5	\$12,768.00
6-8	\$13,697.00
9-12	\$16,096.00

XII. Facilities & Operations

A. Committee Report & Discussion:

B. Action Items:

Action Resolution

1. Approval of Agreement with North American Power Partners*
Resolved, that the Somerset Hills Board of Education approve an agreement with North American Power Partners to enroll in the Demand Response Program for energy for the 2013/2014 school year with an estimated revenue of approximately \$30,000 per year.

Action 2. Approve Use of Olcott Field
Resolution Resolved, that the Somerset Hills Board of Education approve use of Olcott Field on Sunday, September 8, 2013 for 1-3 p.m. for Project Graduation Senior Barbeque.

Action 3. HIB Report
Resolution Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on March 27, 2013 and April 17, 2013 and upheld the findings and/or consequences recommended by the superintendent.

Action 4. Award Bid Asbestos Abatement
Resolution Bids for the asbestos abatement were received as follows:

Plymouth Environmental, Norristown, PA	\$54,800
Four Strong Builders, Inc., Clifton, NJ	\$66,900
Savic Construction Corp., Totowa, NJ	\$78,000
GL Group, Bloomingdale, NJ	\$82,470
Academy Construction Inc., Totowa, NJ	\$89,000
B&G Restoration, Inc., Lincoln Park, NJ	\$94,000
Lilich Corp., Woodland Park, NJ	\$98,500
East Coast Haz Mat Removal, Inc., Paterson, NJ	\$102,000
New American, Paterson, NJ	\$124,000
Abatetech, Inc., Lumberton, NJ	\$124,400
D&S Abatement, Inc., Totowa, NJ	\$127,000
MTM Metro Corp., Paterson, NJ	\$134,000
Two Brothers Contracting, Inc., Clifton, NJ	\$158,800

Resolved, that the Somerset Hills Board of Education award the bid for the asbestos abatement of the Bernards High School Upper Gym Floor to Plymouth Environmental Co., Inc. in the amount of \$54,800.

Action 5. Award B.H.S. Upper Gym Roof Replacement (to be hand delivered at meeting)
Resolution Bids for the upper gym roof replacement were received as follows:

Resolved, that the Somerset Hills Board of Education award the bid for the replacement of the Bernards High School Upper Gym roof to _____ for \$_____.

Action 6. Accept Eagle Scout Project
Resolution Resolved, that the Somerset Hills Board of Education accept the Eagle Scout Project to build vegetable beds, arbor, stone pathway and fruit bushes at Bedwell Elementary School.

Action 7. Approve Joint Ice Hockey Program
Resolution Resolved, that the Somerset Hills Board of Education approve a cooperative agreement with Somerville High School for a joint ice hockey program for the 2013-14 school year.

XIII. Policy

A. Committee Report & Discussion:

B. Action Items:

Action Resolution 1. Second Reading and Adoption Policy #6113 E-Rate – New
Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #6113 E-Rate New.

XIV. Personnel

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. Approve Long Term Substitute
Resolved, that the Somerset Hills Board of Education approve Kathryn Nguyen, art long term substitute at Bernards High School effective May 13, 2013 through June 30, 2013 at a per diem rate of \$260. (Coppola)

Action Resolution 2. Approve Long Term Substitute
Resolved, that the Somerset Hills Board of Education approve Kara Arnold, grade 1 long term substitute at Bedwell Elementary School effective May 16, 2013 through June 30, 2013 at a per diem rate of \$260. (Cooper)

Action Resolution 3. Approve appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Clare Maqueda, part time special education paraprofessional, step 1B, at an hourly rate of \$14.91(not to exceed 25 hours per week) effective April 15, 2013 for the 2012-2013 school year. (Maratea)

Action Resolution 4. Accept Resignation
Resolved, that the Somerset Hills Board of Education accept the resignation of Marc Maratea, part time special education paraprofessional effective April 12, 2013.

Action Resolution 5. Approve Collective Bargaining Agreement – S.H.A.A
Resolved, that the Somerset Hills Board of Education approve the collective bargaining agreement between the Somerset Hills Board of Education and the Somerset Hills Administrators' Association, covering the period July 1, 2011 through June 30, 2014.

Action Resolution 6. Approve Salary Adjustments for Administrators for 2012-2013
Resolved, that the Somerset Hills Board of Education approve the salary adjustments for the following administrators for the 2012-2013 school year retroactive to July 1, 2012:

Name	Position	2012-2013 Salary
Butler, Coleen	Assistant Principal BES	\$ 90,781 (7/1-10/31/12)
Butler, Coleen	K-8 Supervisor (11 months)	\$ 83,216 (11/1/12-6/30/13)
Corbett, Michael	Assistant Principal BHS	\$127,622
Kratz, Lynn	Principal BMS	\$169,913

Phelan, Amy	Principal BES	\$153,530
Shouffler, Jennifer	Director of Curriculum	\$124,784
Smith, Richard	Supervisor BHS (11 months)	\$ 90,989

- Action 7. Approve Salary Adjustments for Confidential Employees for 2012-2013
Resolution Resolved, that the Somerset Hills Board of Education approve the salary adjustments for the following confidential staff members for the 2012-2013 school year retroactive to July 1, 2012:

Name	Position	2012-2013 Salary	Longevity	Total Salary
Clark, Ellen	Secretary to the Superintendent	\$71,193	\$1,434	\$72,627
Kudelko, Violetta	Personnel Assistant	\$59,421	n/a	\$59,421
Mitchell, Margaret	Assistant Information Systems Manager	\$85,751	n/a	\$85,751
Sheehan, Pamela	Secretary/Bookkeeper	\$65,402	\$1,434	\$66,836
Thorp, Deborah	Accounts Payable Clerk	\$54,127	\$1,790	\$55,917
Zonfrillo, Mary Joyce	Assistant Board Secretary/Payroll	\$80,110	\$2,146	\$82,256

- Action 8. Approve Salary Adjustment for Information Technology Manager for 2012-2013
Resolution Resolved, that the Somerset Hills Board of Education approve the salary adjustment for Charles Young, Information Technology Manager, at an annual salary of \$99,738 for the 2012-2013 school year retroactive to July 1, 2012.

- Action 9. Approve Salary Adjustment for Custodial Foreman for 2012-2013
Resolution Resolved, that the Somerset Hills Board of Education approve the salary adjustment For Daniel Beam, Custodial Foreman, at an annual salary of \$72,595 for the 2012-2013 school year retroactive to July 1, 2012.

- Action 10. Approve Salary Adjustment for Maintenance Foreman for 2012-2013
Resolution Resolved, that the Somerset Hills Board of Education approve the salary adjustment for Alan Yunghahn, Maintenance Foreman, at an annual salary of \$96,685 for the 2012-2013 school year retroactive to July 1, 2012.

- Action 11. Rescind Appointment
Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of Cristina Terraglia as a tutor mentor for the six week after school program at Bedwell Elementary School.

- Action 12. Approve Title 3i Program Tutor Mentors
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Title 3i program tutor mentors for the eight week after school program at Bernards High School beginning on April 11, 2013 at an hourly rate of \$59.11. (Funded by NCLB)
Tutor Mentor (not to exceed 10 hours each)

DeMeo, Janet
 DeTrolio, Karen
 DuBois, Louise
 Fox, Lindsay
 Vassil, Cheryl

Action 13. Approve Job Description
Resolution Resolved, that the Somerset Hills Board of Education approve the Transportation Manager job description.

Action 14. Approve Appointment of Substitutes
Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2012-2013 school year:

Name	Substitute Position	Certificate
Cope, Kyle	Teacher	Standard
Nguyen, Kathryn	Teacher	CEAS

2013-2014 School Year

Action 15. Approve Leave Replacement Position
Resolution Resolved, that the Somerset Hills Board of Education approve Kathryn Nguyen, art teacher leave replacement at Bernards High School, level BA, step 1 at an annual salary of \$52,435 effective September 1, 2013 for the 2013-2014 school year. (Coppola)

Action 16. Approve Appointment of Supervisor of Student Services
Resolution Resolved, that the Somerset Hills Board of Education approve Poranee Teresa Vaught, Supervisor of Student Services, at an annual salary of \$142,884 effective September 1, 2013 or sooner as determined by the Superintendent. (New)

Action 17. Approve Parenthood Leave
Resolution Resolved, that the Somerset Hills Board of Education approve a parenthood leave for Emma Davis, elementary teacher at Bedwell Elementary School from September 1, 2013 through on or about January 24, 2014 (first day of marking period 3 is to be determined).

Action 18. Approve Parenthood Leave
Resolution Resolved, that the Somerset Hills Board of Education approve a parenthood leave for Maureen Ziolkowski, elementary teacher at Bedwell Elementary School from September 1, 2013 through June 30, 2014.

Action 19. Approve Parenthood Leave
Resolution Resolved, that the Somerset Hills Board of Education approve a parenthood leave for Jennifer Bohr, elementary teacher at Bedwell Elementary School from September 1, 2013 through June 30, 2014.

Action 20. Approve Increment Withholding
Resolution Resolved, that the Somerset Hills Board of Education approve the withholding of increment for Staff Member # 4377 for the 2013-2014 school year.

Action 21. Approve Staff Member Students
Resolution Resolved, that the Somerset Hills Board of Education approve the following children of staff members as district students for the 2013-2014 school year:

Grade K & 2	Tchorz, Valerie
Grade 1	Falzarano, Jeffrey
Grades 1&4	Noonan, Marc
Grades 2&4	James McCarron
Grade 9	McMillan, Patricia
Grades 9&12	Silva, Karen

Action 22. Approve Twelve Month Employee Holiday Schedules for 2013-2014
Resolution Resolved, that the Somerset Hills Board of Education approve the 2013-2014 Holiday Schedules for twelve month employees.

XV. Community Relations

XVI. Supplementary Matters

XVII. Public Questions & Comments

XVIII. Adjournment

Resolutions:

***Note:** The areas of permitted voting for the Bedminster district representative of the Board of Education are: 1) tuition charged by the sending district and bill lists or contracts to be used for the sending district's pupils; 2) new capital construction to be used by the sending district's pupils; 3) appointment, transfer or removal of teaching staff serving the sending district's pupils, including central administration; 4) addition or deletion of curricular or extracurricular programs involving the sending district's pupils.