
The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING AGENDA – DECEMBER 15, 2010
EXECUTIVE SESSION – 6:30P.M.
PRINCIPALS CONFERENCE ROOM AT BERNARDS HIGH SCHOOL
PUBLIC INPUT & ACTION MEETING – 7:30 P.M.
THE COMMUNITY ROOM AT BERNARDS HIGH SCHOOL

I. Call to Order

II. 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.

III. Roll Call

IV. 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.

V. Pledge of Allegiance

VI. Correspondence

1. Letter from Lynn W. Gonzalez-Rivas
2. Gift from Exxon Mobil Corporation

VII. Report of the Superintendent

1. Annual Financial Audit - Warren Korecky, Partner - Suplee Clooney & Company
2. Annual Testing Report – Jennifer Shouffler

3. 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. Thank you for your input.

IX. Approval of MinutesAction 1. Approval of Minutes*

Resolution Resolved, that the Public Input & Action and Executive meeting minutes of November 17, 2010 be approved.

X. Finance

A. Committee Report & Discussion:

B. Action Items:

Action 1. Board Secretary & Treasurer Reports & Board Certification*

Resolution WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of October, 2010 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$5,372,608.28	\$5,372,608.28
(20) Special Revenue Fund	\$(361,449.70)	\$(361,449.70)
(30) Capital Projects Fund	\$382,505.39	\$382,505.39
(40) Debt Service Fund	\$(256,970.57)	\$(256,970.57)
Total Government Funds	\$5,136,693.40	\$5,136,693.40

(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 2. Approve 2010-2011 Budget Transfers*
Resolution Resolved that the Somerset Hills Board of Education approves the attached list of 2010-2011 budget transfers for October, 2010.

Action 3. Board Secretary & Treasurer Reports & Board Certification*
Resolution WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of November, 2010 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$6,462,738.10	\$6,462,738.10
(20) Special Revenue Fund	\$9,898.22	\$9,898.22
(30) Capital Projects Fund	\$341,303.50	\$341,303.50
(40)Debt Service Fund	61,782.57	61,782.57
Total Government Funds	\$6,875,722.39	\$6,875,722.39

(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 4. Approve 2010-2011 Budget Transfers*
Resolution Resolved that the Somerset Hills Board of Education approves the attached list of 2010-2011 budget transfers for November, 2010.

Action 5. Payment of Bills*
Resolution WHEREAS, the Board Secretary has presented a check register dated November 30, 2010 covering check numbers 22070 to 22076 in the amount of \$2,403,645.71 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	\$2,346,969.32
(20) Special Revenue Fund	\$15,474.50
(30) Capital Projects Fund	\$41,201.89
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$2,403,645.71

Action
Resolution6. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated December 8, 2010, 2010 covering check numbers 22070 to 22234 in the amount of \$958,143.59 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	\$908,101.26
(20) Special Revenue Fund	\$49,712.93
(30) Capital Projects Fund	\$71.20
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$258.20
TOTAL	\$958,143.59

Action
Resolution7. Acceptance of 2009-2010 Audit *

Whereas the Somerset Hills Board of Education engaged the firm of Suplee, Clooney & Company to conduct a yearly audit of the district's financial records; and

Whereas the firm audited these records for the 2009-2010 school year;

NOW THEREFORE BE IT RESOLVED that the minutes reflect that the Somerset Hills Board of Education reviewed the 2009-2010 Audit Report, acknowledges the following recommendations; and

BE IT FURTHER RESOLVED that the Board Secretary be directed to file the necessary reports to the State Department of Education.

Recommendations:

1. The cash balance of the general ledger be reconciled with the cash balance reported on the Treasurer's report.
2. That the District maintains a subsidiary analysis of the locally funded special revenue programs.
3. That a policy on records retention relating to grant program reporting be established to ensure that all reports required to be filed electronically are maintained for audit.

Action
Resolution8. Approve Corrective Action Plan*

Resolved, that the Somerset Hills Board of Education approve the Corrective Action Plan for the 2009-2010 Audit.

Recommendation Number	Corrective Action to be Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
09/10-1	The cash balance of the general ledger be reconciled with	A proof of cash will be prepared before sending	Business Administrator	December 2010

	the cash balance reported on the Treasurer's report.	reports to Treasurer. Any items noted by Treasurer will be promptly reconciled.		
09/10-2	That the District maintains a subsidiary analysis of the locally funded special revenue programs.	A subsidiary ledger will be prepared for all locally funded programs.	Business Administrator	January – June 2011
09/10-3	That a policy on records retention relating to grant program reporting be established to ensure that all reports required to be filed electronically are maintained for audit.	All grant reports will be kept in a manual file for audit.	Business Administrator	December 2010

Action
Resolution

9. Acceptance of Safety Grant Program Award*
Resolved, that the Somerset Hills Board of Education accept the New Jersey School Boards Association Insurance Group 2010 Safety Grant Program award school year in the amount of \$14,539.00.

Action
Resolution

10. Approve Amendment to IDEA ARRA Preschool Application
Resolved, that the Somerset Hills Board of Education approve an amendment to the 2009-2011 IDEA ARRA Preschool Grant application to reflect a transfer of grant funds from Supplies (100-600) to Tuition (100-500) in the amount of \$27,954.25.

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
BMS	a) Earth Systems Honors 4 locations along Mine	5/16/11 5/17/11	24 26	2 2	0

	Brook Bernardsville NJ				
BHS	b) BHS Winter Track Team Somerset County Championships Lehigh University Bethlehem, PA	12/29/10	45	3	1
BHS	c) BHS Winter Track Team New Balance Games NY Armory, NYC	1/22/11	60	3	1
BHS	d) BHS Winter Track Team Skyland Conference Championships Lehigh University Bethlehem PA	1/29/11	45	3	1
BHS	e) BHS Winter Track Team Metropolitan Invitational NY Armory, NYC	2/2/11	20	2	1
BHS	f) BHS Winter Track Team Varsity Classic Track Meet NY Armory, NYC	2/7/11	8	2	0
BHS	g) BHS Winter Track Team Eastern Track Meet NY Armory, NYC	10	2	1	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
BMS	a) DiCarlo, Peter	NJMEA Conference	\$130.00	2/25/11
BHS	b) Ernst, Allison	American Literature – “The Great Gatsby”	\$89.14	2/4/11
BES	c) Fischer, Susan	Guided Reading: Differentiating Using Small Group Instruction	\$199.00	1/12/11
BES	d) Fulton, Cynthia	Guided Reading: Differentiating Using Small Group Instruction	\$199.00	1/12/11
BHS	e) Janosko, Ashley	Tour Maryland Colleges	\$171.22	4/11-14/11
BMS	f) LaPine, Matthew	NJMEA Conference	\$130.00	2/25/11
BMS	g) MacGorman, Kristen	What’s New in Young Adult Literature	\$215.00	1/24/11
BMS	h) Noonan, Mark	NJMEA Conference	\$130.00	2/25/11
BHS	i) Oswald,	What’s New in Young Adult	\$215.00	1/24/11

	Jacqueline	Literature		
BMS	j) Snyder, Jason	NJMEA Conference	\$130.00	2/25/11
BES	k) Sombers, Diana	Activities to Connect the New Common Core	\$195.00	12/17/10
BHS	l) Venezio, Maria	American Literature – “The Great Gatsby	\$89.14	2/4/11
Olcott	m) Young, Charles	Techspo 2011	\$629.58	1/27&28/11

Action Resolution 3. Approve B.H.S. Co-Curricular Activities*
Resolved that the SHBOE approve the establishment of the following co-curricular activities at Bernards High School: Gay/Straight Alliance, Fly Fishing Club, and Model United Nations.

Action Resolution 4. Approve Research Project
Resolved, that the Somerset Hills Board of Education approve the a research project to be conducted by Wendi LaBruno, Learning Disabilities Teacher-Consultant, titled Instructional Strategies for Students with Autism Spectrum Disorders in Response to Nonfunctional Routines and Stereotypy, as a requirement for the Qualitative Research Methods II class at Rutgers University.

Information The research will be conducted in Rebecca Sheasley’s classroom and will involve observations of teaching strategies used when working with children diagnosed with Autism Spectrum Disorder. Parent/guardian permission will be obtained.

XII. Facilities & Operations

- A. Committee Report & Discussion:
B. Action Items:

XIII. Policy

- A. Committee Report & Discussion:
B. Action Items:

Action Resolution 1. Second Reading and Adoption Policy #5830 Pupil Fund Raising – Revised
Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #5830 Pupil Fund Raising – Revised.

XIV. Personnel

- A. Committee Report & Discussion:
B. Action Items:
All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. Accept Retirement*
Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Catherine Huschke, special education teacher at Bernards High School, effective January 1, 2011, with thanks for 33 years of service to the district.

Action 2. Approve Change in Status

Resolution Resolved, that the Somerset Hills Board of Education approves change in status for Erika Procacci, Special Education Teacher at Bernardsville Middle School as follows, effective December 7, 2010 through June 30, 2011:

From: part time (.67)	BA	Step 4	\$36,039
To: full time	BA	Step 4	\$53,790 (Huschke retirement)

Action 3. Approve Appointment of Long Term Substitute*

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Kathleen Derringer-Ryerson, long term substitute (.50) at Bernards High School, Level MA+30, Step 1-2, at a per diem rate of \$149, effective December 7, 2010 through December 23, 2010.

Action 4. Accept Resignation

Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Jean Jackson, part time special education paraprofessional at Bedwell Elementary School, effective December 10, 2010.

Action 5. Accept Retirement

Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Sheila Marchetta, special education paraprofessional at Bedwell Elementary School, effective March 1, 2011, with thanks for 12 years of service to the district

Action 6. Approval of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Cory Mazen, part time (3.8 hrs/day) special education paraprofessional at Bedwell Elementary School, Step 1, at an annual salary of \$12,947 (prorated), effective December 13, 2010, for the 2010-2011 school year. (Jackson resignation)

Action 7. Approve Transfer and Change in Status

Resolution Resolved, that the Somerset Hills Board of Education approves the transfer and change in status for Anthony Caljean, special education paraprofessional, effective December 13, 2010, as follows:

From:	3.5 hrs/day	\$18.42/hour	Step 1	Bedwell
To:	3.8 hrs/day	\$12,947/year	Step 1	Middle School (new position)

Action 8. Approval of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Jared Paparozzi, part time (3.5 hrs/day) special education paraprofessional at Bedwell Elementary School, Step 1, at an hourly rate of \$18.42, effective December 13, 2010, for the 2010-2011 school year. (Caljean transfer)

Action 9. Approve Appointment of Special Education Teacher*

Resolved Resolved, that the Somerset Hills Board of Education approves the appointment of Kathleen Derringer-Ryerson, Special Education teacher (.50) at Bernards High School, Level MA+15,

Step 13, at an annual salary of \$37,206 (prorated), effective January 3, 2011, for the 2010-2011 school year. (Huschke retirement)

Action 10. Approval of Girls On Track Coaches
Resolution Resolved, that the Somerset Hills Board of Education approves the following coaches for Girls on Track after school program at Bernardsville Middle School at an hourly rate of \$58.24. Program ran September 28 – November 18. (This program is funded by the Somerset Hills Municipal Alliance):
 Lisa Drew
 Amanda Morawick

Action 11. Approval of Parenthood Leave
Resolution Resolved, that the Somerset Hills Board of Education approve a parenthood leave for Susan Daniw, Computer Technician, effective March 21, 2011 through July 15, 2011.

Action 12. Approve Extension of Family Medical Leave
Resolution Resolved, that the Somerset Hills Board of Education approves a Family Medical Leave (FMLA) extension for Joan Weller, effective January 3, 2011 through January 28, 2011.

Action 13. Approval of Field Placements
Resolution Resolved, that the Somerset Hills Board of Education approves the following field placements:

Rutgers – 4 students	Winter – 9 observations	Bedwell
Rutgers – 1 student	Winter – 7 observations	MS
Rutgers – 1 student	Winter – 10 observations	MS

Action 14. Approval of New Stipend*
Resolution Resolved, that the Somerset Hills Board of Education approves the following new stipend at Bernardsville Middle School for the 2010-2011 school year:
 Green Team \$2,540

Action 15. Approval of Athletic/Co-Curricular Positions*
Resolution Resolved, that the Somerset Hills Board of Education approves the following athletic/co-curricular positions:

<u>High School</u>		<u>Stipend</u>
Christopher Emposimato	Basketball: Men's Asst. (FR)	\$6,375
Christine Whitlock	Science Team: Chemistry II	\$2,671
Theresa DeRoberts	ELL Tutor (funded by NCLB)	\$58.24/hour
Anthony Caljean	Open Gym: Winter – Volunteer	
Kathleen McCabe	Model United Nations – Volunteer	
Kathleen McCabe	Gay/Straight Alliance – Volunteer	
Michael Hoppe	Fly Fishing Club – Volunteer	
James McCarron	Fly Fishing Club – Volunteer	

Chuck Preston <u>Middle School</u>	Fly Fishing Club – Volunteer	
Shane Porter	Boy’s Winter: Open Gym	\$ 566
Carrie Malwitz <u>Bedwell</u>	Green Team (effect. 1/3/11)	\$2,540 (prorated)
Lucille Dempsey	Homework Club (funded by NCLB)	\$58.24/hour
Deborah Rokosky	Homework Club (funded by NCLB)	\$58.24/hour
Patrick Reed	Homework Club (funded by NCLB)	Substitute
Philip Wilkinson	Homework Club (funded by NCLB)	Substitute

Action
Resolution

16. Approval of Substitutes*

Resolved, that the Somerset Hills Board of Education approves the following substitutes:

Teacher

Rachel Candee	Sub Certificate
Kevin Grant	Sub Certificate
Sarah Lamendola	CEAS
Cory Mazen	CEAS
Lauren McHale	Sub Certificate
Cailla Mullen	Sub Certificate
Henna Sharif	Sub Certificate
Jianna Spadaccini	Sub Certificate
Benjamin Stone	Sub Certificate

Nurse

Deborah D’Angola
Vivian Ventriglia

Maintenance

Michael Tenten
Theresa Townsend

XV. Neighborhood Relations

XVI. Community Relations

XVII. Supplementary Matters

XVIII. Public Questions & Comments

XIX. 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.