

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING AGENDA – FEBRUARY 18, 2015**

**EXECUTIVE SESSION – 6:30 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

- Congratulations to Mike Hoppe for his Induction into the New Jersey Scholastic Coaches Association Hall of Fame
 - Recognition of the Yearbook Award – Janice O’Brien & Heather Hunkele
 - Recognition of the Student Athletic Collegiate Signings
2. Academic Report

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 January 21, 2015.

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 January, 2015 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$4,906,588.95	\$4,906,588.95
(20) Special Revenue Fund	(\$168,732.57)	(\$168,732.57)
(30) Capital Projects Fund	\$615,598.31	\$615,598.31
(40)Debt Service Fund	\$675,477.00	\$675,477.00
Total Government Funds	\$6,028,931.69	\$6,028,931.69

- (1) From Secretary’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
- (2) From Treasurer’s Report

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 2014-2015 Budget Transfers*
Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for January, 2015

Action 3. Payment of Bills*
Resolution WHEREAS, the Board Secretary has presented a check register dated January 2015 covering check numbers 33009 to 33337 in the amount of \$3,189,155.31 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	\$3,010,277.52
(20) Special Revenue Fund	129,029.73
(30) Capital Projects Fund	\$195.06
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$49,653.00
TOTAL	\$3,189,155.31

Action 4. Approve the acceptance of IDEA Carryover Funds from Fiscal 2014 to Fiscal 2015
Resolution Resolved, that the Somerset Hills Board of Education accept IDEA Carryover Funds from Fiscal 2014 to Fiscal 2015 as follows:

Basic Nonpublic	\$10,013
Preschool	\$2,571

Action 5. Approve Waiver of Requirements Special Education Medicaid Initiative 2015-2016
Resolution Program*
Resolved, that the Somerset Hills Board of Education approve the Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:
Whereas, NJAC 6:A23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program.
Whereas, the Somerset Hills Board of Education desires to apply for this waiver due to the fact that it estimates having 38 students Medicaid eligible classified students which is less than the state guideline of 40 students in the 2015-2016 budget year.
Resolved, that the Somerset Hills Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Somerset an appropriate request for a waiver of the requirements of NJAC 6:A23A-5.3 for the 2015-2016 school year.

Action 5. Approve Voided Checks

Resolution Resolved, that the Somerset Hills Board of Education void the following approve the following Payroll voided checks from the 2010-2011, 2011-2012, 2012-2013 and 2013/2014 school years:

10/11 Void Outstanding Checks

Check Date	Check Number	Amount
9/15/2010	90115	494.36
3/30/2011	37974	79.26
6/20/2011	38596	198.52
6/30/2011	38810	119.67
	38838	161.63

11/12 Void Outstanding Checks

Check Date	Check Number	Amount
9/15/2011	39092	150
3/30/2012	40301	477.52
6/21/2012	10927	39.88
	40976	386.58
	41068	511.83
6/28/2012	41141	176.78
	41158	156.74
	41196	344.92

12/13 Void Outstanding Checks

Check	Check Number	Amount
12/21/2012	41935	79.24
	42179	471.26
1/30/2013	90120	1384.48
2/14/2013	90120	1384.48
3/28/2013	42636	39.02
6/20/2013	43143	954.22
	43258	291.29
	43274	264.42
	43296	409.91
	43302	689.33
	43336	935.62
	43381	130.58
	43399	2,796.64
6/27/2013	43485	31.77
	43492	59.69
	43512	17.11
	43548	1,447.55

13/14 Void Outstanding Checks

Check Date	Check Number	Amount
7/15/2013	43578	13.69
10/15/2013	43785	94.84

10/30/2013	90146	94.84
12/20/2013	44171	96.34

XI.**Curriculum**

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution1. Approve Field Trips*

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

School	Trip	Date	# of Students	# of Faculty	# of Chaperones
BMS	a) CBI trip MD Program to HS	Feb. 12	3	3	0
BMS/ BHS	b) CBI trip MD Program to Chili's Restaurant and Hanover Bowling	Feb. 24	8	9	0
BMS	c) CBI trip MD Program to BV Library	Mar 6	5	5	0
BMS	d) CBI trip MD Program to Barnes & Noble, Bridgewater	Mar 13	5	5	0
BHS	e) MD Program to Michael's- Watchung	Mar 3	3	4	0
BHS	f) MD Program to ShopRite	Mar 16	3	4	0
BHS	g) French Club – NYC	Mar 21	11	1	1
BES	h) K – Turtle Back Zoo	April 20 (rain date May 11)	105	9	24
BHS	i) AP Environmental Sci-Princeton	March 17	33	1	1

Action 2. Approve Professional Development*Resolution Resolved, that the Somerset Hills Board of Education approve the following professional development:

School	Name	Workshop/Conference	Est. Cost	Date
BES	a) Jennifer Vilela	Educations Forum on Mental Health Somerville NJ	\$10.00	Feb. 25
BMS	b) Dokus, Sam	Bringing Social Studies to Life	\$149.00	Feb. 23
BMS	c) Porter, Shane	Bringing Social Studies to Life	\$149.00	Feb. 23
BHS	d) Venezio, Maria	Teaching and Learning – Wash, DC	\$650.00	Mar. 13
BHS	e) Hoppe, Mike	Director of Athletics Association of NJ Conference	\$936.63	Mar. 25-27
BHS	f) Janosko, Ashley	Mastering the College Admission Process-TX	\$1,867.25	May 26-29
BHS	g) Neigel, Scott	SC Principal Association Meetings	0	Jan. 22 Mar 19 Apr 16
BHS	h) Chiaravalloti, Christina	Drexel University Counselor Open House	0	Feb. 9
BHS	i) Ferrara, Jim	AP Physics Reading/Grading – Kansas City	0	Jun. 2-9
District	j) Kolmer, Grant	PARCC Admin and Tech training	0	Jan. 28
District	k) Catelli, Michael	NJSSSA meeting	0	Jan. 30 Mar. 20
BMS/ BHS	l) Worstell, Laura	NJ State School Nurse Association	\$229.84	Mar. 28
BHS	m) Grund, John	Mindfulness and Education Conference – NYC	\$195.00	Mar. 13-14
District	n) Hunter, Nancy	ERIC North – Insurance Seminar	0	May 1
BES	o) Crowley, Sue	Best books for children published in 2014	\$199.00	Apr. 24
BMS	p) Dokus, Sam	Frank Glazier Football Mega Clinic - AC	\$274.00	Feb 27- Mar 1
BHS	q) Simoneau, Jon	Frank Glazier Football Mega Clinic - AC	\$462.00	Feb. 27- Mar. 1

BHS	r) Carmon, David	Frank Glazier Football Mega Clinic - AC	\$346.35	Feb. 27- Mar. 1
BHS	s) Chiaravalloti, Christina	In-house Naviance training	\$150.00	Feb. 25
District	t) Ayers, Karen	Transition from Early Intervention System to Pre-School	0	Feb. 25
BHS	u) Cerza, Angela	AP Reading – KY	0	Jun. 8-16
BHS	v) Bracero, Jeannette	Latest Trends in World Language Education	\$240.24	Feb. 27
BHS	w) Violillo, Maddalena	Latest Trends in World Language Education	\$180.00	Feb. 27
BHS	x) Grund, John	Project Adventure/ACCT Certification – MA	\$398.30	Apr. 21-23

Action Resolution

3. HIB Report

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on February 18, 2015 and upheld the findings and/or consequences recommended by the superintendent.

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.

Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of the following policies and regulations:

Number	Title
a) Policy 5600	Student Discipline/Code of Conduct (M)
b) Regulation 5600	Student Discipline/Code of Conduct (M)

Action Resolution

2. First Reading and Adoption

Resolved, that the Somerset Hills Board of Education approve the first read and adoption of the following policy:

Number	Title
a) Policy 3218	Substance Abuse (M)

XIV. Personnel

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action
Resolution1. Accept Retirement

Resolved, that the Somerset Hills Board of Education accept the retirement of the following employee:

Name	School	Position	Effective
Mitchell, Margaret	Olcott	Assistant IT Manger	6/30/2015

Action
Resolution2. Accept Resignation

Resolved, that the Somerset Hills Board of Education accept the resignation of the following employees:

Name	School	Position	Effective
a) Iuorio, Lisa	BES	Special Education Paraprofessional	1/23/15
b) Overton, Gillian	BHS	Special Education Paraprofessional	2/2/15
c) Roberts, Kaitlyn	BES	Special Education Teacher	1/23/15

Action
Resolution3. Amend Appointment Certified Staff

Resolved, that the Somerset Hills Board of Education amend the appointment of the following certified staff for the 2014-2015 school year:

Name	School	Position	Replacement/ New	Level	Step	Salary	Effective Date
Cooper, Megan	BES	Reading Specialist	Bardes	MA + 30	9	\$68,680	1/26/15

Action
Resolution4. Approve Appointment Certified Staff

Resolved, that the Somerset Hills Board of Education approve the appointment of the following certified staff for the 2014-2015 school year:

Name	School	Position	Replacement/ New	Level	Step	Salary	Effective Date
Overton, Gillian	BES	Special Education Teacher/ ELA	Roberts	BA + 15	1	\$54,335	1/26/15

Action
Resolution5. Approve Appointment Non-Certified Staff

Resolved, that the Somerset Hills Board of Education approve the appointments of the following non-certified staff for the 2014-2015 school year:

Name	School	Position	Replacement/New	Salary	Effective Date
Trokan, Barbara	Olcott	Business Office Assistant	Polizzi	\$25,000 (prorate)	3/2/2015

Action
Resolution

6. Rescind Co-Curricular Position

Resolved, that the Somerset Hills Board of Education rescind the following co-curricular position for the 2014-2015 school year.

Position	School	Name	Stipend	Effective
SIP Math Instructor	BHS	Rita Costigan	\$43/hour	Jan 2015 – June 2015

Action
Resolution

7. Approve Overload

Resolved, that the Somerset Hills Board of Education approve the following overload for the 2014-2015 school year.

Teacher	Subject	Overload	Length	Salary
Costigan, Rita	SIP Math	5 periods/week	1/26/15 – 6/30/15	\$4,956

Action
Resolution

8. Approve Energy Consultant

Resolved, that the Somerset Hills Board of Education approve the following Energy Consultant for the 2014-2015 school year.

Name	Position	Salary
O'Brien, Marie	Energy Consultant	\$33.59/hour

Action
Resolution

9. Approve Co-Curricular Positions

Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2014-2015 school year.

Position	School	Name	Stipend
a) Softball: Head Coach	BMS	Alyssa Wagner	\$4,609
b) Baseball: Assistant Coach	BMS	Josh Michalski	\$2,961
c) Track & Field Head Boys Coach	BMS	Joseph LaSpada	\$4,305
d) Track & Field Head Girls Coach	BMS	Carrie Malwitz	\$4,305
e) Track & Field Assistant Coach	BMS	Anne O'Halloran	\$2,908

Action
Resolution

10. Approve Internship

Resolved, that the Somerset Hills Board of Education approve the following internship for 2014-2015 school year.

Teacher	School	Subject	Mentor
Brooten, Darcy	BES	Media Center	Sue Crowley

Action
Resolution11. Approve Mentors

Resolved, that the Somerset Hills Board of Education approve the following Mentors for the 2014-2015 school year.

Teacher	Novice	Duration	Stipend
a) Both, Kristen	Liana Fross	Full year	\$550
b) Fischer, Dana	Allison Gelsinger	Full year	\$550
c) Fischer, Susan	Samantha Scudiero	½ year	\$550 (prorated)
d) Forsythe, Cynthia	Rebecca Nigro	Full year	\$550
e) Murphy, Theresa	Cameron Lan	Full year	\$550
f) Rokosky, Debbie	Monica DeMarco	50%	\$275
g) St. Ours, Elizabeth	Kirsten Musciano	½ year	\$550 (prorated)
h) Szakiel, Mark	Alyssa Wagner	Full year	\$550
i) Whitlock, Christine	Alyssa Eckert	½ year	\$550 (prorated)

Action
Resolution12. Approve Staff Member Students

Resolved, that the Somerset Hills Board of Education approve the following children of staff members as district students for the 2015-2016 school year.

Grade K	Lauren Smith & Nicole Marashlian
Grade 1	Jon Simoneau
Grade 3 & 6	Mark Noonan
Grade 4	James McCarron
Grade 11	Karen Silva & Patricia McMillan

Action
Resolution13. Approve Field Placement for Student Observation

Resolved, that the Somerset Hills Board of Education approve the following field placement for student observation:

Name	School	School	Duration
Kayla Steinkopf	Bernardsville Elementary School	Auburn University	1 week

Action
Resolution14. Approve Home Instructor

Resolved, that the Somerset Hills Board of Education approve the following home instructor for the 2014-2015 school year:

Name	Subject	Certification
Holborow, Laura	Biological Science	Standard

Action
Resolution15. Approve Job Descriptions

Resolved, that the Somerset Hills Board of Education approve the following job description for the 2014-2015 school year:

Job Description	Effective
Supervisor of Student Services	2/18/15
District Data Administrator	2/18/15

Action 16. Approve Appointment of Homework Club PositionsResolution Resolved, that the Somerset Hills Board of Education approve the following appointment of homework club positions for the 2014-2015 school year:

Name	Position	Stipend
a) Fulton, Cynthia	Bedwell Homework Club	\$59.11/hour
b) LaBruno, Wendi	Bedwell Homework Club – substitute	\$59.11/hour
c) Leavenworth, Patrice	Bedwell Homework Club	\$59.11/hour
d) Rokosky, Deborah	Bedwell Homework Club	\$59.11/hour
e) Wilkinson, Philip	Bedwell Homework Club	\$59.11/hour

Action 17. Approve Parenthood LeaveResolution Resolved, that the Somerset Hills Board of Education approve parenthood leave for the following staff member:

Name	School	Position	Begin Date	End Date
Ellis, Amanda	BHS	Counselor	May 4, 2015	(on or about) January 26, 2016

Action 18. Approve SubstitutesResolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2014-2015 school year:

Name	Substitute	Certification
a) Kohut, Tracey	Teacher, Paraprofessional	Standard
b) Omick, Yvonne	Teacher, Paraprofessional	Standard
c) Leidner, Susan	Teacher, Paraprofessional	Substitute Credential

XV. Supplementary Matters**XVI. Public Questions & Comments****XVII. 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.