

**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING AGENDA – FEBRUARY 9, 2011**

**COMMUNITY FINANCE MEETING – 6:00 P.M.**

**PUBLIC INPUT & ACTION MEETING – 8:00 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**

**VII. Report of the Superintendent**

1. Somerset Hills Education Foundation (SHEF) Spring Mini-Grants – Jennifer Shouffler
2. Naviance Presentation (College Planning program)– Courter Smith
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 Minutes****Action  
Resolution**1. Approval of Minutes\*

Resolved, that the Public Input & Action and Executive meeting minutes of January 12, 2011 be approved.

**X. Finance**

## A. Committee Report &amp; 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 December, 2010 showing the following balances:

| <b>FUND</b>                | <b>Board Secretary<br/>Cash Balance (1)</b> | <b>Treasurer Cash<br/>Balance (2)</b> |
|----------------------------|---|---------------------------------------|
| (10) General Fund          | \$4,999,156.56                              | \$4,999,156.56                        |
| (20) Special Revenue Fund  | \$30,061.50                                 | \$30,061.50                           |
| (30) Capital Projects Fund | \$338,693.18                                | \$338,693.18                          |
| (40)Debt Service Fund      | \$280,558.42                                | \$280,558.42                          |
| Total Government Funds     | \$5,648,469.42                              | \$5,648,469.42                        |

(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. Board Secretary & Treasurer Reports & Board Certification\* (to be delivered at meeting)  
WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of January, 2011 showing the following balances:

| <b>FUND</b>                | <b>Board Secretary Cash Balance (1)</b> | <b>Treasurer Cash Balance (2)</b> |
|----------------------------|---|-----------------------------------|
| (10) General Fund          | \$4,724,998.23                          | \$4,724,998.23                    |
| (20) Special Revenue Fund  | \$(216,984.88)                          | \$(216,984.88)                    |
| (30) Capital Projects Fund | \$343,688.71                            | \$343,688.71                      |
| (40) Debt Service Fund     | \$557,544.42                            | \$557,544.42                      |
| Total Government Funds     | \$5,409,246.48                          | \$5,409,246.48                    |

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

- Action Resolution 4. Approve 2010-2011 Budget Transfers\* (to be delivered at meeting)  
Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for January, 2011.

- Action Resolution 5. Payment of Bills\*  
WHEREAS, the Board Secretary has presented a check register dated December, 2010 covering check number 22394 in the amount of \$338.00 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:

| <b>FUND</b>                | <b>AMOUNT</b> |
|----------------------------|---------------|
| (10) General Fund          | \$338.00      |
| (20) Special Revenue Fund  | -0-           |
| (30) Capital Projects Fund | -0-           |
| (40) Debt Service Fund     | -0-           |
| (60) Cafeteria Fund        | -0-           |
| <u>Total</u>               | \$338.00      |

Action  
Resolution6. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated January, 2011 covering check numbers 22395 to 22548 and 22555 to 22700 in the amount of \$3,257,498.92, 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:

| <b>FUND</b>                | <b>AMOUNT</b>         |
|----------------------------|-----------------------|
| (10) General Fund          | \$3,028,507.83        |
| (20) Special Revenue Fund  | \$178,918.92          |
| (30) Capital Projects Fund | -0-                   |
| (40) Debt Service Fund     | -0-                   |
| (60) Cafeteria Fund        | \$50,072.17           |
| <b>TOTAL</b>               | <b>\$3,257,498.92</b> |

Action  
Resolution7. Approve Voided Checks\*

Resolved, that the Somerset Hills Board of Education approve voided check numbers 22549 through 22554.

Action  
Resolution8. Approve Student Evaluation

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

| ID#     | Provider                      | Location    |
|---------|-------------------------------|-------------|
| 2023102 | Kid Therapy, Kelly Berman OTR | Chester, NJ |

Action  
Resolution9. Approve Special Education Facility

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

| ID#     | Provider     | Location          |
|---------|--------------|-------------------|
| 2009639 | Bethel Ridge | Basking Ridge, NJ |

Action  
Resolution8. Approve Psychiatric Evaluation Provider

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

| ID#       | Provider             | Location   |
|-----------|----------------------|------------|
| # 2016161 | Dr. Lawrence DeMilio | Summit, NJ |

Action  
Resolution10. Accept Somerset Hills Education Foundation Donation\*

Resolved, that the Somerset Hills Board of Education approve the following Somerset Hills Education Foundation donation of \$11,538.81.

**XI.****Curriculum**

A. Committee Report & Discussion:

B. Action Items:

Action 1. Approve Field Trips\*Resolution

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) 5 <sup>th</sup> Grade<br>Jenkinson's Aquarium/Sea<br>Girt Lighthouse NJ   | 4/11/2011 | 147           | 10           | 1               |
| *BHS   | b) AP Psychology<br>American Museum Natural<br>History NYC   | 5/20/2011 | 27            | 2            | 3               |
| *BHS   | c) Public Speaking<br>Theater I<br>NJ Regional Poetry Out<br>Loud Competition<br>Toms River Theater<br>Red Bank NJ | 02/17/11  | 3             | 1            | 0               |
| BMS    | d) 6 <sup>th</sup> Grade Class<br>Liberty Science Center<br>Jersey City, NJ  | 5/17/11   | 140           | 7            | 20              |
| BMS    | e) Forensics Club<br>Black River Middle School<br>Chester, NJ  | 3/10/11   | 10            | 1-2          | 2-3             |

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                |
|--------|-------------------------|---|-----------|---------------------|
| *BHS   | a) Collins, Kay         | Writing and Scoring Open ended<br>Questions & Reassessment<br>(NCLB funded) | \$180.00  | 2/25/11             |
| *BHS   | b) Collins, Kay         | Good Ideas in Teaching<br>Precalculus (NCLB funded)                         | \$180.00  | 3/18/11             |
| BES    | c) Dempsey,<br>Gretchen | Mind, Memory & Achievement<br>in the Classroom                              | \$239.00  | 4/7/11              |
| BES    | d) Haspel, Mary         | Transforming the Difficult Child  | \$129.00  | 4/4/11              |
| BHS    | e) LaBruno,<br>Wendy    | Teaching Children with Autism<br>Using Video Modeling                       | \$219.68  | 2/17/11 &<br>4/8/11 |
| *BHS   | f) Lorson, Lindsay      | NJ AAHPERD State Conference   | \$118.76  | 2/16 & 17/11        |
| BES    | g) Roll, Jill           | OT Strategies to Use in PreK-12<br>Classrooms                               | \$222.52  | 3/10/11             |
| *BHS   | h) Trumpy, Fred         | NJMEA Music Conference  | \$130.00  | 2/25/11             |

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## **XII. Facilities & Operations**

### A. Committee Report & Discussion:

#### B. Action Items:

#### Action 1. Authorization to Conduct School Election\*

Resolution Resolved, that the Somerset Hills Board of Education authorizes the Board Secretary to take all action necessary to conduct the annual school election from 1:00 p.m. to 9:00 p.m. on Tuesday, April 27, 2011 pursuant to N.J.S.A. 19:60, and be it further

Resolved, that the Board Secretary be authorized to conduct the drawing for ballot positions on Wednesday, March 16, 2011 at 4:00 p.m. at the office of the Board of Education.

Information: Two (2) Board seats are open for Bernardsville residents, (1) Board seat open for Peapack-Gladstone and no Board seats in Far Hills this year. Petitions for persons who wish to be placed on the ballot must be filed with the Board Secretary by 4:00 p.m. on Tuesday, March 8, 2011. Petition and school board candidate kits may be obtained from the Board Secretary between the hours of 8:00 a.m. and 4:00 p.m. at 25 Olcott Avenue, Bernardsville, NJ

#### Action 2. Adoption Modification of 2010-2011 School Calendar\*

Resolution Resolved, that the Somerset Hills Board of Education adopt a modification to the 2010-2011 school calendar to reflect dates school will be in session for additional inclement weather days:

Snow Day 4 - Friday, February 18

Snow Day 5 - Monday, February 21

Snow Day 6 - Monday, April 18

Snow Day 7 - Tuesday, April 19

Snow Day 8 - Wednesday, April 20

Snow Day 9 - Thursday, April 21

#### Action 3. Adoption – 2011-2012 School Calendar\*

Resolution Resolved, that the Somerset Hills Board of Education adopt the 2011-2012 school calendar.

#### Action 4. Approval to Secure Proposals\*

Resolution Be it resolved, that the Somerset Hills Board of Education approve the use of competitive contracting to secure proposals for management and staffing of the district custodial services department.

## **XIII. Policy**

### A. Committee Report & Discussion:

#### B. Action Items:

#### Action 1. Second Reading and Adoption –Policy #1140 Affirmative Action Program (M) – New

Resolution Resolved that the Somerset Hills Board of Education approve the second reading and adoption of Policy #1140 Affirmative Action Program (M)– New.

Action Resolution 2. Second Reading and Adoption –Policy #1523 Comprehensive Equity Plan (M) - Revised  
Resolved that the Somerset Hills Board of Education approve the second reading and adoption of Policy #1523 Comprehensive Equity Plan (M) – Revised.

Action Resolution 3. Second Reading and Adoption –Policy #1530 Equal Employment Opportunity (M) – Revised  
Resolved that the Somerset Hills Board of Education approve the second reading and adoption of Policy #1530 Equal Employment Opportunity (M) – Revised.

Action Resolution 4. Second Reading and Adoption –Policy #1550 Affirmative Action Program for Employment and Contract Practices (M) – Revised  
Resolved that the Somerset Hills Board of Education approve the second reading and adoption of Policy #1550 Affirmative Action Program for Employment and Contract Practices (M) – Revised

Action Resolution 5. Second Reading and Adoption –Policy #2260 Affirmative Action Program for School and Classroom Practices (M) – Revised  
Resolved that the Somerset Hills Board of Education approve the second reading and adoption of Policy #2260 Affirmative Action Program for School and Classroom Practices (M) – Revised.

Action Resolution 6. Second Reading and Adoption –Policy #2415.01 Academic Standards, Academic Assessments and Accountability (M) – Revised  
Resolved that the Somerset Hills Board of Education approve the second reading and adoption of Policy #2415.01 Academic Standards, Academic Assessments and Accountability (M) – Revised.

Action Resolution 7. Second Reading and Adoption –Policy #2415.04 Title I – District-Wide Parental Involvement (M) - Revised  
Resolved that the Somerset Hills Board of Education approve the second reading and adoption of Policy #2415.04 Title I – District-Wide Parental Involvement (M) – Revised.

#### **XIV. Personnel**

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. Approval of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Kevin Grant, part time (3.8 hrs/day) special education paraprofessional at Bedwell Elementary School, Step 3-4, at an annual salary of \$13,066 (prorated), effective January 31, 2011 through June 30, 2011. (new position)

Action Resolution 2. Approval of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Keith Mann, part time (3.8 hrs/day) special education paraprofessional at Bedwell

Elementary School, Step 1, at an annual salary of \$12,947 (prorated), effective January 31, 2011 through June 30, 2011. (new position)

Action 3. Accept Retirement  
Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Patricia Felczak, special education teacher at Bernardsville Middle School, effective June 30, 2011, with thanks for 16 years of service to the district.

Action 4. Accept Retirement  
Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Joan Weller, special education paraprofessional at Bernardsville Middle School, effective January 31, 2011, with thanks for 5 years of service to the district.

Action 5. Approval of Parenthood Leave  
Resolution Resolved, that the Somerset Hills Board of Education approves a parenthood leave for Debra Prosser, elementary teacher, effective January 4, 2011 through June 30, 2011.

Action 6. Approval of Parenthood Leave  
Resolution Resolved, that the Somerset Hills Board of Education approves a parenthood leave for Maureen Ziolowski, elementary teacher, effective April 15, 2011 through June 30, 2011. 30,

Action 7. Approval of Writing Lab Proctor  
Resolution Resolved, that the Somerset Hills Board of Education approves the following staff member for the middle school writing lab, not to exceed a total of 1 hour per week, at an hourly rate of \$58.24, beginning February 7 through May 13:  
 Valerie Tchorz

Action 8. Approval of Tutor Mentors  
Resolution Resolved, that the Somerset Hills Board of Education approves the following tutor mentors for a seven week after school program at Bedwell beginning in March at an hourly rate of \$58.24 (funded by NCLB and Muncipal Alliance):

|                 |   |                     |
|-----------------|---|---------------------|
| Sue Crowley     | - | 2 sessions per week |
| Emily Pike      | - | 2 sessions per week |
| Lauren Smith    | - | 1 session per week  |
| Kevin Grant     | - | 1 session per week  |
| Cindy Forsythe  | - | 2 sessions per week |
| Peggy Rosenthal | - | 3 sessions per week |
| Patrick Reed    | - | 1 session per week  |
| Phil Wilkinson  | - | 3 sessions per week |
| Janis Virtue    | - | 2 sessions per week |

Action 9. Approval of Family Math



Resolution Resolved, that the Somerset Hills Board of Education approves the following staff members for Family Math at Bedwell Elementary School, beginning February 2 through March 28, 2011, at an hourly rate of \$58.24 (district funded):

|                 |   |              |           |
|-----------------|---|--------------|-----------|
| Diana Sombers   | - | Kindergarten | 4.5 hours |
| Deb Rokosky     | - | Kindergarten | 4.5 hours |
| Karen Schessler | - | Grade 2      | 4.5 hours |
| Jane Kay Julian | - | Grade 2      | 4.5 hours |
| Jamie Reeves    | - | Grade 4      | 6 hours   |
| Darcey Brooten  | - | Grade 4      | 6 hours   |

Action 10. Approval of Assessment Support\*

Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members for two 2-hour sessions for HSPA Math, HSPAEnglish, and Graphing Calculator prep sessions, at an hourly rate of \$58.24:

|                  |   |                     |
|------------------|---|---------------------|
| Lisa Carpiniello | - | Math                |
| Courter Smith    | - | English             |
| Paula Gray       | - | Graphing Calculator |

Action 11. Approval of Additional Days\*

Resolution Resolved, that the Somerset Hills Board of Education approves Patricia Lampa, BHS School Counselor, not to exceed 5 days, at a per diem rate of \$474.00.

Action 12. Approval of Job Description

Resolution Resolved, that the Somerset Hills Board of Education approves job description for Nurse Clerk.

Action 13. Rescind Athletic Position\*

Resolution Resolved, that the Somerset Hills Board of Education rescind the following athletic position for the 2010-2011 school year:

High School

Eric Calabrese Tennis: Men's Assistant (JV)

Action 14. Approval of Athletic/Co-Curricular Positions\*

Resolution Resolved, that the Somerset Hills Board of Education approves the following athletic/co-curricular positions for the 2010-2011 school year:

High School

|                   |                            |
|-------------------|----------------------------|
| Chris Emposimato  | Softball: Assistant (JV)   |
| Matthew Femenella | Men's Lacrosse – Volunteer |

Action 15. Approval of Substitutes\*

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

Teacher

Deborah D'Angola Sub Certificate

Home Instructor

Joan Weller  
Bus Driver  
Jean Barno  
Maintenance  
Devin Dreher

- 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.