

**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING AGENDA – JANUARY 21, 2015**

**EXECUTIVE SESSION – 5:30 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

- Yearbook Award – Janice O’Brien & Heather Hunkele

2. Academic Report
3. Strauss Esmay - Phil Nicastro
4. School Board Recognition Month

- WHEREAS, The New Jersey School Boards Association has declared January 2015 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and
- WHEREAS, The Somerset Hills Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and
- WHEREAS, The Somerset Hills Board of Education embraces the goal of high-quality education for all New Jersey public school students; and
- WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and
- WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and
- WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and
- WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and
- WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it
- RESOLVED, That the Somerset Hills Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2015 as SCHOOL BOARD RECOGNITION MONTH; and be it further
- RESOLVED, That the Somerset Hills Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

#### **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

1. Approval of Minutes

Resolution

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for December 10, 2014.

Action

2. Approval of Minutes

Resolution

Resolved, that the Somerset Hills Board of Education approve the Reorganization meeting minutes for January 7, 2015.

**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 November, 2014 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$5,168,621.02	\$5,168,621.02
(20) Special Revenue Fund	\$104.37	\$104.37
(30) Capital Projects Fund	\$321,570.84	\$321,570.84
(40)Debt Service Fund	\$135,441.79	\$135,441.79
Total Government Funds	\$5,625,738.02	\$5,625,738.02

(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. Board Secretary & Treasurer Reports & Board Certification\*

Resolution

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of December, 2014 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$4,899,029.79	\$4,899,029.79
(20) Special Revenue Fund	\$9,505.83	\$9,505.83

(30) Capital Projects Fund	\$638,043.71	\$638,043.71
(40)Debt Service Fund	\$405,462.00	\$405,462.00
Total Government Funds	\$5,952,041.33	\$5,952,041.33

(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 2014-2015 Budget Transfers\*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for November, 2014.

Action  
Resolution

4. Approve 2014-2015 Budget Transfers\*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for December, 2014.

Action  
Resolution

5. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated December, 2014 covering check numbers 32789 to 32817 in the amount of \$2,864,071.67 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	\$2,710,137.20
(20) Special Revenue Fund	103,527.13
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	50,407.34
<b>TOTAL</b>	<b>\$2,864,071.67</b>

WHEREAS, the Board Secretary has presented a check register dated January, 2015 covering check numbers 32818 to 33008 in the amount of \$848,375.98 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	\$764,258.09
(20) Special Revenue Fund	\$61,114.55

(30) Capital Projects Fund	\$22,250.34
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$753.00
<b>TOTAL</b>	<b>\$848,375.98</b>

Action  
Resolution

6. Approve Parent Organization Fund Raiser

Resolved, that the Somerset Hills Board of Education approve the following parent organization fund raisers:

<b>Organization</b>	<b>School</b>	<b>Event</b>	<b>Date</b>
Softball Team	BHS	Sell Coffee & Bagels at BMS recreation basketball games	January 2015 – February 2015
LAXBackers	BHS	Evening event	2/21/15

Action  
Resolution

7. Approve Parental Transportation Contracts

Resolved, that the Somerset Hills Board of Education approve the following parental transportation contracts for the 2014-2015 school year:

<b>Student ID#</b>	<b>Route #</b>	<b>Cost</b>
1688172299	Governor Livingston HS, NJ	\$ 11,915.28
3027945811	Frelinghuysen 2014-2015	\$ 12,462.73
3027945811	Frelinghuysen ESY	\$ 1,661.70
6472157623	Purnell School, Pottersville NJ	\$ 11,395.80
3694410395	Banyan 2014-2015	\$ 16,270.29
3694410395	Okee ESY Okee Sunokee North Branch, NJ	\$ 2,029.71
2873018450	BMS 2014-2015	\$ 7,599.60
2873018450	Bedminster School - ESY	\$ 1,258.90

**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:

<b>School</b>	<b>Trip</b>	<b>Date</b>	<b># of Students</b>	<b># of Faculty</b>	<b># of Chaperones</b>
a) BES	Kindergarten-RVCC – Solar System and Lit. being brought to life	Jan. 26, 2015	106	10	18
b) BES	PLC- ShopRite	Feb. 18, 2015	12	3	0
c) BES	Preschool to Adult Day Center	Feb. 25, 2015	7	4	0

d) BES	2 <sup>nd</sup> Grade – DaVinci Sci.Center, Allentown, PA	Mar 20, 2015	110	7	15
e) BHS	Boys Varsity Basketball – Team Building – Rutgers	Jan. 20, 2015	12	3	1
f) BHS	MD Program – Clinton	Jan. 23, 2015	2	2	0
g) BHS	MD Program – Wegmans	Jan. 27, 2015	3	4	0
h) BHS	MD Program – Gladstone	Feb. 3, 2015	3	4	0
i) BHS	Acting Troup/Poetry Class-Regional Poetry Competition- Morristown	Feb. 4, 2015	20	2	0
j) BMS	MD Program – ShopRite	Jan. 9, 2015	2	3	0
k) BMS	MD Program - RiteAid	Jan. 23, 2015	4	4	0
l) BMS	MD Program – Lenny’s Pizza & Kings	Jan. 30, 2015	3	3	0
m) BMS	6 <sup>th</sup> Grade – Adventure Aquarium – Camden	Apr 20, 2015	145	9	12
n) BMS	7 <sup>th</sup> Gr.- Fairview Lake YMCA Camp-Newton, NJ	June 1, 2015	150	10	5

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
a) BES	Freda, Michele	Teachers College	\$145.70	Jan. 28, 2015
b) BES	Paterno, Amy	NJAHPERD Annual Convention- Long Branch	\$145.46	Feb. 23, 2015
c) BES	Ryan, Vanessa	Teachers College	\$143.04	Jan. 28, 2015
d) BES	Wilkinson, Phil	NJAHPERD Annual Convention- Long Branch	\$141.93	Feb. 24, 2015
e) BES	Windisch, Mary Clare	Teachers College	\$81.90	Feb. 24, 2015
f) BHS	Boyce, Nicole	Geometry Roundtable – Millburn	0	Jan. 9, 2015
g) BHS	Camuto,	Creating PARCC-like Math Tests	\$149.00	Feb. 10.

		Lisa			2015
h)	BHS	Collins, Kay	Creating PARCC-like Math Tests	\$149.00	Feb. 10, 2015
i)	BHS	Falletta, LuAnn	AP Calculus Roundtable, Livingston	0	Feb. 11, 2015
j)	BHS	Falzarano, Jeff	Baseball Coaches Clinic	0	Jan. 9, 2015
k)	BHS	Gray, Paula	AP Calculus Roundtable, Livingston	0	Feb. 11, 2015
l)	BHS	Hoppe, Mike	Chaperone expenses – Baseball trip to Orlando	\$1,450.94	March 13-16
m)	BHS	Koch, Kevin	Robotics Challenge training workshop	\$54.93	Jan. 10, 2015
n)	BHS	Neigel, Scott	Transitioning to PARCC	0	Jan. 13, 2015
o)	BHS	Tinquist, Al	Tennis Coaches Clinic – Princeton	\$80.00	Jan. 16, 2015
p)	BMS	Fitzgerald, Marianne	Next Gen Science Standards workshop	\$100.00	March 18, 2015
q)	BMS	Kelly, Shawn	Transitioning to PARCC	0	Jan. 13, 2015
r)	BMS	Marashlian, Nicole	NGSS Prof Dev Workshop	\$100	Feb. 10, 2015
s)	BMS	Ryan, Suzanne	NJ School Nurse Conference	\$229.84	March 28, 2015
t)	District	Hunter, Nancy	ERIC North Insurance Meeting	0	Jan. 15, 2015
u)	District	Kolmer, Grant	Geometry Roundtable – Millburn	0	Jan. 9, 2015
v)	District	Kolmer, Grant	Northern NJ Math Supv. Roundtable	0	Dec. 12, Feb. 6, Apr. 17, June 5
w)	District	Kolmer, Grant	HSPA & NJBCT Test Coordinator Training	0	Jan. 21, 2015
x)	District	Kolmer, Grant	Pearson's PARCC training	0	Jan. 28, 2015
y)	District	Shouffler, Jen	National Council of Teachers of Math-Boston	\$1,533.09	April 15-17

Action Resolution

3. HIB Report

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on January 21, 2015 and upheld the findings and/or consequences recommended by the superintendent.

Action Resolution 4. Approve B.H.S. Courses  
Resolved, that the Somerset Hills Board of Education approve the following B.H.S. courses for the 2015-2016 school year:  
a) Pre Calculus “no letter”– Full Year  
b) Engineering and Problem Solving- Semester  
c) Engineering 2- Full Year

Action Resolution 5. Approve Elimination of B.H.S. Courses  
Resolved, that the Somerset Hills Board of Education eliminate the following B.H.S. courses for the 2015-2016 school year:  
a) Communication Through Design – Full Year  
b) CADD – Full Year  
c) Architectural Modeling – Full Year  
d) Latin 1 A – Full Year

## **XII. Facilities & Operations**

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

Action Resolution 1. Approve Change Order  
Resolved, that the Somerset Hills School District approve Change Order #: 2014-48-01, reducing Bedwell Vestibule project from \$77,000 to \$62,000.00 (\$15,000 decrease) due to allowance in the contract.

Action Resolution 2. Approve Architectural Proposal/B.H.S.  
Resolved, that the Somerset Hills Board of Education approve a proposal from Parette Somjem in the amount of \$43,000.00 and up to \$2,500.00 in reimbursable expenses for architectural fees in connection with the HVAC upgrades at Bernard High School.

Action Resolution 3. Approve Memorandum of Agreement  
Resolved that the Somerset Hills Board of Education approve the Law Enforcement Memorandum of Agreement, signed 12/22/14, on file in the Superintendent’s Office.

## **XIII. Policy**

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

## **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:

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective</b>
Dorfman, Olivia	BMS	LAL Teacher	6/19/2015

Action  
Resolution2. Accept Resignation

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

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective</b>
Dan Beam	Olcott	Custodial Foreman	1/30/15
Amanda DiDonato	BES	Special Education Paraprofessional	1/16/15
Joseph Tirrito	BES	Special Education Paraprofessional	1/17/15

Action  
Resolution3. 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:

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Replacement/ New</b>	<b>Level</b>	<b>Step</b>	<b>Salary</b>	<b>Effective Date</b>
a) Cooper, Megan	BES	Reading Specialist	Bardes	MA	13	\$73,703	1/26/15
b) Eckert, Alyssa	BHS	Biology - Leave Replacement	New	BA	1	\$52,335	12/22/14
c) Scudiero, Samantha	BES	Elementary Teacher	Cooper	BA +15	1	\$54,335	1/20/15

Action  
Resolution4. 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:

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Replacement/ New</b>	<b>Level</b>	<b>Step</b>	<b>Salary</b>	<b>Effective Date</b>
Grant, Avril	BMS	Paraprofessional	Negri	n/a	1	\$15.13	1/5/15

Action  
Resolution5. Approve Field Placement for Student Observation

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

<b>Name</b>	<b>School</b>	<b>School</b>	<b>Duration</b>
Papazian, Ellen	Bernardsville Middle School	College of Saint Elizabeth, Morristown, NJ	1 week

Action  
Resolution6. Approve Co-Curricular Position

Resolved, that the Somerset Hills Board of Education approve 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  
Resolution7. Approve Volunteer

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

Name	Volunteer	Certificate
a) Ferrara, Samantha	Tutor	Substitute Credential
b) Keating, Connor	Ice Hockey	Substitute Credential

Action  
Resolution8. Approve Job Description

Resolved, that the Somerset Hills Board of Education approve the following job description. (attachment)

Job Description	Rate	Effective
Bus Nurse	\$36/hour	2/1/15

Action  
Resolution9. Approve Bus Nurse

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

Name	Rate	Effective
a) Bezzek, Alicia	\$36/hour	2/1/15
b) DiAndrea, Gerald	\$36/hour	2/1/15
c) Larena, Joseph	\$36/hour	2/1/15
d) Worstell, Laura	\$36/hour	2/1/15

Action  
Resolution10. Amend Leave Replacement

Resolved, that the Somerset Hills Board of Education amend the following Leave Replacement:

Name	School	Position	Begin Date	End Date
Musciano, Kirsten	BMS	Teacher – Phys Ed	9/1/13	6/30/15

Action  
Resolution11. Approve Employee Driver

Resolved, that the Somerset Hills Board of Education approve the following staff member to drive district buses for the 2014-2015 school year:

Name	School	Certification
McMillan, Patricia	BHS	CDL

Action 12. Approve Substitutes

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

<b>Name</b>	<b>Substitute</b>	<b>Certification</b>
a) Burley, Nicholas	Teacher, Paraprofessional	Substitute Credential
b) Hara, Nancy	Teacher, Paraprofessional	Standard
c) Kenny, Renee	Teacher, Paraprofessional	Standard
d) Lampa, Patricia	Teacher, Paraprofessional	Standard
e) Zimmerman, Leonard	Bus Driver	CDL

**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.