

**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING AGENDA – JANUARY 23, 2013**

**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
2. School Calendar 2013-2014

3. School Board Recognition Month

**WHEREAS,** The New Jersey School Boards Association has declared January 2013 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 586 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 school board members throughout New Jersey as we join communities statewide in observing January 2013 as SCHOOL BOARD RECOGNITION MONTH; and be it further

**RESOLVED,** That the Somerset Hills Board of Education urges all our citizens to work with the Boards of Education and all school staff 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. 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 December 12, 2012.

Action Resolution 2. Approval of Minutes  
Resolved, that the Somerset Hills Board of Education approve the Reorganization Meeting minutes for January 2, 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 November, 2012 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,314,328.84	\$6,314,328.84
(20) Special Revenue Fund	\$2,306.23	\$2,306.23
(30) Capital Projects Fund	\$(27,749.04)	\$(27,749.04)
(40)Debt Service Fund	\$76,542.04	\$76,542.04
Total Government Funds	\$6,365,428.07	\$6,365,428.07

(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\*  
WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of December, 2012 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,904,710.39	\$6,904,710.39
(20) Special Revenue Fund	\$(77,506.07)	\$(77,506.07)
(30) Capital Projects Fund	\$(36,994.54)	\$(36,994.54)
(40)Debt Service Fund	\$346,113.55	\$346,113.55
Total Government Funds	\$7,136,323.33	\$7,136,323.33

(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 2012-2013 Budget Transfers\*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for November 2012.

Action  
Resolution

4. Approve 2012-2013 Budget Transfers\*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for December 2012.

Action  
Resolution

5. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated November, 2012 covering check numbers 27350 to 27352 in the amount of \$5,795.00 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	\$5,795.00
<b>TOTAL</b>	<b>\$5,795.00</b>

WHEREAS, the Board Secretary has presented a check register dated December, 2012 covering check numbers 27353 to 27359 in the amount of \$2,636,799.17 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	\$2,576,765.77
(20) Special Revenue Fund	\$7,342.80
(30) Capital Projects Fund	\$9,245.50
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$43,445.10
<b>TOTAL</b>	<b>\$2,636,799.17</b>

WHEREAS, the Board Secretary has presented a check register dated January, 2013 covering check numbers 27360 to 27599 in the amount of \$2,470,458.50 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	\$2,247,658.17
(20) Special Revenue Fund	\$150,135.29
(30) Capital Projects Fund	\$23,593.50
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$49,071.54
<b>TOTAL</b>	<b>\$2,470,458.50</b>

Action  
Resolution

6. Approve Fund Raiser\*

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

<b>School</b>	<b>Event</b>	<b>Date</b>
a) Bedwell H.S.A.	Ladies' Night Out at Olde Mill Inn	04/25/13

**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(s)</b>	<b># of Students</b>	<b># of Faculty</b>	<b># of Chaperones</b>
BMS	a) 5 <sup>th</sup> Grade Jenkinson's Aquarium Point Pleasant NJ	4/23/13	150	11	0
BMS	b) 7 <sup>th</sup> Grade Holocaust & Genocides Program Raritan Valley Community College Branchburg, NJ	5/22/13	137	9	0
BHS	c) LD students County College of Morris Tour Project Horizons	2/15/13	10	2	0

Action  
Resolution

2. Approve Professional Development\*

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

<b>School</b>	<b>Name</b>	<b>Workshop/Conference</b>	<b>Est. Cost</b>	<b>Date</b>
BHS	a) Baker, Ashley	Enhance Your Co-Teaching Program	\$225.00	1/29/13

BHS	b) Collins, Kay	Practical Strategies to Enhance Your Instruction with the Use of Smart Boards	\$225.00	2/26/13
BHS	c) Connor, Anne	NJ State School Nurses Association Conference	\$320.50	3/8-9/13
BHS	d) DeTrollo, Karen	28th Annual Environmental Education Conference	\$160.85	1/25/13
BMS	e) Majewski, Tiffany	How to Use Singapore Math Strategies in Your Math Instruction	\$237.50	4/4/13
BES	f) Paterno, Amy	NJAHPERD Annual Conference	\$135.69	2/26/13
BES	g) Settembrino, Lauren	Inspiring K-8 Students to Love Math	\$195.00	1/30/13
BHS	h) Smith, Richard	AP World History Workshop	\$225.00	1/28/13
BES	i) Wilkinson, Phil	NJAHPERD Annual Conference	\$132.49	2/26/13
Olcott	j) Young, Charles	NJECC 2013 Annual Conference	\$95.00	3/12/13
Olcott	k) Young, Charles	Google in Education NY/NJ Summit	\$199.00	3/14-15/13

## **XII. Facilities & Operations**

A. Committee Report & Discussion:

B. Action Items:

Action  
Resolution

1. Adoption – 2013-2014 School Calendar\*

Resolved, that the Somerset Hills Board of Education adopt the 2013-2014 school calendar, as attached.

Action  
Resolution

2. Rescind Acceptance of Foreign Exchange Student\*

Resolved, that the Somerset Hills Board of Education rescind the acceptance of foreign exchange student Ina Albrektsen from Denmark hosted by the Hofman family, Bedminster NJ for the 2012-2013 school year.

Action  
Resolution

3. Acknowledgement of Violence and Vandalism Report\*

Resolved, that the Somerset Hills Board of Education acknowledges receipt of the September 1, 2012 to December 31, 2012 Violence and Vandalism Report.

## **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 1. Approve Appointment of Bus Driver\*  
Resolution Resolved, that the Somerset Hills Board of Education approve Jean Fetzter as a bus driver, at an hourly rate of \$20.00 effective January 16, 2013 for the 2012-2013 school year. (T. DeAngelo)
- Action 2. Approve Appointment of Custodian\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Aida Salazar, full time custodian, Step 1B, at an annual salary of \$25,000 (prorated) effective January 16, 2013 for the 2012-2013 school year. (Phouthapadith, Chansy)
- Action 3. Approve Appointment of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Jean Jackson, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective January 21, 2013 for the 2012-2013 school year. (new)
- Action 4. Approve Appointment of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Jessica Cook, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective January 21, 2013 for the 2012-2013 school year. (Gianni)
- Action 5. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Kathleen McCabe, social studies teacher at Bernardsville Middle School effective March 4, 2013 or sooner as determined by the Superintendent.
- Action 6. Accept Resignation \*  
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Thomas DeAngelo, bus driver effective January 15, 2013.
- Action 7. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Nancy Gianni, part time special education paraprofessional effective December 21, 2012.
- Action 8. Approve Parenthood Leave Extension  
Resolution Resolved, that the Somerset Hills Board of Education approve a parenthood leave extension for Eileen Wotanowski, special education teacher at Bedwell Elementary School from January 28, 2013 through June 30, 2013.
- Action 9. Approve Parenthood Leave  
Resolution Resolved, that the Somerset Hills Board of Education approve a parenthood leave for Joy White, language arts teacher at Bernardsville Middle School from May 22, 2013 through June 30, 2013 and from September 1, 2013 through on or about January 24, 2014 (first day of marking period 3 is to be determined).

Action 10. Approve Salary AdvancementResolution Resolved, that the Somerset Hills Board of Education approve salary advancement for the following teacher for the 2012-2013 school year retroactive to September 1, 2012.

<b>Name</b>	<b>Current Level/Step</b>	<b>Current Salary</b>	<b>New Level/Step</b>	<b>New Salary</b>
Calabrese, Eric	BA+15/5	\$57,080	MA/5	\$59,080

Action 11. Approve Overload Salary \*Resolution Resolved, that the Somerset Hills Board of Education approve overload salary adjustments for the following Bernards High School teachers for the 2012-2013 school year:

<b>Teacher</b>	<b>Subject Area</b>	<b>Overload</b>	<b>Length</b>	<b>Salary</b>
Carpiniello, Lisa	Math	5 Periods	1/28/13 – 3/28/13	\$2,585
Hunkele, Heather	English	5 Periods	1/28/13 – 3/28/13	\$2,379

Action 12. Approve Co-Curricular Positions\*Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2012-2013 school year:

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Stipend</u>
Martin, Judith	BMS	Drama: Spring Assistant	\$1,289
Tomaino, Christopher	BHS	Musical: Spring Director	\$4,777
Viola, Daniel	BHS	Musical: Spring Assistant	\$2,521

Action 13. Approve Athletic Position\*Resolution Resolved, that the Somerset Hills Board of Education approve the following athletic position at Bernards High School for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
McMahon, Sean	Baseball Assistant Coach (FR): Spring	\$5,014

Action 14. Approve Math in Focus Parent Program InstructorsResolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Math in Focus Parent Program instructors at Bedwell Elementary School on October 25, 2012 at an hourly rate of \$40.00. (NCLB Funds)

Heppes, Laurie – 5 hrs  
 Collins, Jessica – 2 hrs  
 Fischer, Susan – 2 hrs  
 Rokosky, Deborah – 2 hrs

Action 15. Approve Appointment of Volunteer \*Resolution Resolved, that the Somerset Hills Board of Education approve the following volunteer position at Bernards High School for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Preston, Charles	Fly Fishing Club	Volunteer

Action 16. Approve Job Descriptions\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the Lead Custodian – Elementary/Middle School and Lead Custodian - High School job descriptions.

Action 17. Approve School Improvement Panel Members\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following staff members to the School Improvement Panel as required by the TeachNJ Act:

<b>Name</b>	<b>Position</b>
Phelan, Amy	Principal, Bedwell Elementary School
Dempsey, Gretchen	Assistant Principal, Bedwell Elementary School
Fischer, Dana	Teacher, Bedwell Elementary School
Kratz, Lynn	Principal, Bernardsville Middle School
Kelly, Shawn	Assistant Principal, Bernardsville Middle School
Wells, Kelly	Teacher, Bernardsville Middle School
Neigel, Scott	Principal, Bernards High School
Corbett, Michael	Assistant Principal, Bernards High School
Fresco, Angela	Teacher, Bernards High School

Action 18. Approve Counseling Internship  
Resolution Resolved, that the Somerset Hills Board of Education approve the following internship:

<b>Name</b>	<b>College</b>	<b>School</b>	<b>Dates</b>
Craver, Marcy	Centenary College/ Counseling Internship	BHS	1/28/13 through completion of 600 hrs

Action 19. Approve Appointment of Home Instructor \*  
Resolution Resolved, that the Somerset Hills Board of Education approve the following Home Instructor for the 2012-2013 school year:

<b>Name</b>	<b>Home Instructor</b>	<b>Certificate</b>
James, Anne	Elementary and Teacher of Handicapped	Standard

Action 20. Approve Appointment of Substitutes \*  
Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2012-2013 school year:

<b>Name</b>	<b>Substitute Position</b>	<b>Certificate</b>
a) Anelli, Caitlin	Teacher/Paraprofessional	Substitute Credential
b) Bale-Pena, Matthew	Teacher	Standard
c) Cerza, Christina	Teacher/Paraprofessional/ Secretary	Substitute Credential
d) Cislo, Danuta	Custodian	n/a
e) DeAngelo, Thomas	Bus Driver	Commercial Driver License
f) Cook, Jessica	Teacher/Paraprofessional	CEAS
g) Haring, Halina	Teacher/Paraprofessional/ Secretary	CEAS
h) Sawtelle-Alden, Joseph	Teacher	CEAS
i) Maurer, Katie	Teacher/Paraprofessional	CEAS
j) Scalaro, Matthew	Teacher/Paraprofessional	Substitute Credential
k) Sysongdeth, Khamsy	Custodian	n/a
l) Young, Florida Elaine	Bus Driver	Commercial Driver License
m) Zimmerman, Leonard	Bus Driver	Commercial Driver License

Action  
Resolution

21. Approve Extended Assignment Substitute Custodian

Resolved, that the Somerset Hills Board of Education approve Khamsy Sysongdeth, extended assignment substitute custodian, effective January 24, 2013 until the end of assignment, at an hourly rate of \$15.

- 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.

THE SOMERSET HILLS SCHOOL DISTRICT -- 2013-2014 **DRAFT**

September 2013						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Students-17 days Staff-19 days

**September**

- 2 Labor Day
- 3 Staff Development
- 4 Staff Development
- 5 Rosh Hashanah
- 6 First Day For Students

October 2013						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Students-22 days Staff-23 days

**October**

- 14 Staff Development

November 2013						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Students/Staff-17 days

**November**

- 7-8 NJEA Convention
- 27 Early Dismissal
- 28-29 Thanksgiving Recess

December 2013						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Students/Staff-15 days

**December**

- 20 Early Dismissal
- 23-31 Winter Recess

January 2014						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Students/Staff-21 days

**January**

- 1 New Year's Day
- 20 Martin Luther King Day

February 2014						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Students/Staff-18 days

**February**

- 14-17 Presidents' Weekend

March 2014						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Students/Staff-21 days

April 2014						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Students/Staff-17 days

**April**

- 14-17 Spring Break
- 18 Good Friday
- 21 Snow Day #1

May 2014						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Students/Staff-21 days

**May**

- 23 Snow Day #2
- 26 Memorial Day
- 27 Snow Day #3

June 2014						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Students-14 days Staff-15 days

**June**

- 17-19 Early Dismissal
- 19 Last Day Of School
- 20 Staff Development

**NOTE:** This calendar allows for three snow days. Should additional days be used, days will be made up as follows: Jan. 20, Feb. 14, Feb. 17, and then during spring recess beginning forward from April 14 Staff will not be granted personal days for vacation on any of these makeup days.