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**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING AGENDA – JUNE 25, 2014**

**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**

1. Thank You – Janis Virtue
2. Thank You – Tom Ellard
3. Thank You – Jonathan Carter

**VII. Report of the Superintendent**

1. Student/Staff Recognition
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 June 11, 2014.

**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 May 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          | \$6,129,320.19                              | \$6,129,320.19                        |
| (20) Special Revenue Fund  | (\$136,053.45)                              | (\$136,053.45)                        |
| (30) Capital Projects Fund | \$319,187.67                                | \$319,187.67                          |
| (40)Debt Service Fund      | (\$25,708.21)                               | (\$25,708.21)                         |
| Total Government Funds     | \$6,286,746.20                              | \$6,286,746.20                        |

(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 2013-2014 Budget Transfers\*  
Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for May 2014.

Action 3. Payment of Bills\*  
Resolution WHEREAS, the Board Secretary has presented a check register dated June covering check numbers 31442 to 31585 in the amount of \$2,029,179.88 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          | \$1,956,357.48        |
| (20) Special Revenue Fund  | \$59,613.99           |
| (30) Capital Projects Fund | \$12,963.91           |
| (40) Debt Service Fund     | -0-                   |
| (60) Cafeteria Fund        | \$244.50              |
| <b>TOTAL</b>               | <b>\$2,029,179.88</b> |

Action 4. Approve Voided Checks  
Resolution Resolved, that the Somerset Hills Board of Education void the following approve the following General Fund voided checks from the 2012/13 and 2013/14 school year:

**12/13 Void Outstanding Checks**

| <b>Check Date</b> | <b>Check Number</b> | <b>Amount</b>       |
|-------------------|---------------------|---------------------|
| 8/1/2012          | 26767               | \$ 41.86            |
| 9/28/2012         | 26786               | \$ 70.00            |
| 1/16/2013         | 27472               | \$ 750.00           |
| 1/16/2013         | 27579               | \$ 3,950.00         |
| 2/13/2013         | 27892               | \$ 195.00           |
| 4/30/2013         | 28288               | \$ 100.00           |
| 5/29/2013         | 28551               | \$ 1,631.32         |
| 6/10/2013         | 28611               | \$ 442.00           |
| 6/19/2013         | 28866               | \$ 3,025.00         |
|                   | <b>Total</b>        | <b>\$ 10,205.18</b> |

**13/14 Void Outstanding Checks**

| <b>Check</b> | <b>Check Number</b> | <b>Amount</b>       |
|--------------|---------------------|---------------------|
| 7/31/2013    | 29121               | \$ 50.00            |
| 8/29/2013    | 29347               | \$ 8,947.50         |
| 8/30/13      | 29433               | \$ 2,225.65         |
| 9/30/2013    | 29592               | \$ 33.36            |
| 9/30/2013    | 29621               | \$ 24.00            |
| 11/14/2013   | 29753               | \$ 593.17           |
| 11/27/2013   | 30070               | \$ 50.00            |
| 12/16/2013   | 30099               | \$ 15,335.00        |
|              | <b>Total</b>        | <b>\$ 27,258.68</b> |

Action Resolution 5. Approve Vehicle Maintenance Agreement 2014/2015  
Resolved, that the Somerset Hills Board of Education approve the Vehicle Maintenance Agreement for the 2014/2015 school year with the Morris-Union Jointure Commission.

Action Resolution 6. Approve Insurance Renewals\*  
Resolved, that the Somerset Hills Board of Education approves the renewal of insurance policies for 2014/2015 as follows:

| Coverage Type                | Carrier     | 2014/2015        | 2013/2014        |
|------------------------------|-------------|------------------|------------------|
| Package/Auto                 | Zurich      | \$109,023        | \$102,971        |
| Umbrella Liability           | Zurich      | \$11,006         | \$11,006         |
| Workers Compensation         | NJSBAIG     | \$143,847        | \$125,729        |
| School Board Legal Liability | NJ.S.B.I.G. | \$44,948         | \$40,930         |
| Student Accident             | NJSBAIG     | \$25,256         | \$24,640         |
| Bonds                        | Hanover     | \$1,272          | \$1,816          |
| <b>TOTAL</b>                 |             | <b>\$335,352</b> | <b>\$307,092</b> |

Action Resolution 7. Appoint Broker/Risk Management Consultant  
WHEREAS, the Somerset Hills Board of Education has purchased property, liability (commonly referred to as package insurance), student accident insurance, crime bonds, and excess liability insurance through various insurers with an expiration date of July 1, 2014.  
WHEREAS, the insurers for these coverages and other property and casualty coverage carried by Somerset Hills Board of Education not included in the coverage provided through NJSIG allow for re-appointment of the Broker of Record at the direction of the Somerset Hills Board of Education.  
NOW THEREFORE, BE IT RESOLVED that the Somerset Hills Board of Education does hereby appoint CBIZ Insurance Services, Inc. dba CBIZ Centric of New Providence, NJ and Brown & Brown Benefit Advisors of Lambertville, NJ as its Broker for its student accident and property and casualty insurance policies not provided through NJSIG and authorizes the execution of a Broker of Record letter evidencing said appointments. This appointment is effective July 1, 2014.

Information No change in Broker, just a change in their legal name.

Action Resolution 8. Transfer to Capital Projects  
Resolved, that the Somerset Hills Board of Education approve the transfer of \$\_\_\_\_\_ from Capital Reserve to Capital Projects for the following projects: (information to be supplied at meeting.)

Action Resolution 9. Transfer to Capital Reserve  
Resolved, that the Somerset Hills Board of Education approve the transfer of \$\_\_\_\_\_ from unexpended General Funds to Capital Reserve.

Action Resolution 10. Approve B.H.S. Student  
Resolved, that the Somerset Hills Board of Education approve B.H.S. student #2015795 to complete his senior year at Bernards High School, tuition will be waived.

**XI. Curriculum**

A. Committee Report &amp; 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 |
|--------|--|-------------------------|---------------|--------------|-----------------|
| BHS    | a) BHS Key Club<br>Great Adventure, Jackson, NJ                        | 10/12/14                | 28            | 1            | 1               |
| BHS    | b) BHS Marching Band Camp Bernie,<br>Port Murray, NJ                   | 8/26/14<br>–<br>8/29/14 | 41            | 4            | 1               |
| BHS    | c) BHS Marching Band Columbus Day<br>Parade, New York, NY              | 10/13/14                | 41            | 3            | 1               |
| BHS    | d) BHS Marching Band, Giants<br>Stadium, East Rutherford, NJ           | 11/1/14                 | 41            | 3            | 1               |
| BHS    | e) BHS Marching Band, Ridge HS,<br>Basking Ridge, NJ                   | 10/25/14                | 41            | 3            | 1               |
| BHS    | f) BHS Marching Band, Rutgers UN,<br>New Brunswick, NJ                 | 10/18/14                | 41            | 3            | 2               |
| BHS    | g) BHS Marching Band, Hunterdon<br>Central Regional HS, Flemington, NJ | 9/20/14                 | 41            | 3            | 1               |
| BHS    | h) Theater Arts 1, 2 & Acting Troupe,<br>New York, NY                  | 9/17/14                 | 40            | 2            | 1               |
| BHS    | i) AP World History, New York, NY                                      | 9/27/14<br>&1/17/<br>15 | 15            | 1            | 0               |
| BHS    | j) AP World History, Newark, NJ  | 10/18/14                | 15            | 1            | 0               |
| BHS    | k) AP World History, Princeton, NJ                                     | 11/6/14                 | 15            | 1            | 0               |
| BHS    | l) Bernards Softball, Orlando, FL                                      | 3/27 –<br>4/1/15        | 25            | 2            | 4               |

Action 2. Approve District Travel\*Resolution

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

| School | Name                     | Workshop/Conference   | Est. Cost | Date               |
|--------|--------------------------|---|-----------|--------------------|
| BES    | a) Bardes,<br>Francesca  | Teachers College<br>Columbia University, NY                 | \$950     | 6/23/14<br>6/27/14 |
| BHS    | b) Berger,<br>Dianne     | Chromebooks & The Common Core<br>Conf., Monroe Township, NJ | \$139     | 7/21/14            |
| BHS    | c) Bracero,<br>Jeannette | Chromebooks & The Common Core<br>Conf., Monroe Township, NJ | \$143     | 7/21/14            |
| BHS    | d) Brothers,<br>David    | Spring Preseason Training,<br>Orlando, NJ                   | 0         | 3/12/15<br>3/13/15 |

|        |                        |  |         |                             |
|--------|------------------------|--|---------|-----------------------------|
| BHS    | e) Cooperstein, Rhonda | NA for College Admission Counseling Conf, Indianapolis, IN | \$1,704 | 9/18/14<br>9/19/14          |
| BHS    | f) Falletta, LuAnn     | AP Annual Conf, Philadelphia, PA                           | \$236   | 7/10/14                     |
| BHS    | g) Foglia, Joe         | PERC, Newark, NJ   | 0       | 6/10-<br>6/11/14<br>6/19/14 |
| BES    | h) Hara, Nancy         | Wilson Reading System Mount Laurel, NJ                     | \$572   | 7/28-<br>7/30/2014          |
| BHS    | i) Hegedus, Ashleigh   | Chromebooks & The Common Core Conf., Monroe Township, NJ   | \$139   | 7/21/14                     |
| BHS    | j) Hogge, Jay          | National Council for Social Studies Conf., Boston, MA      | \$200   | 11/21-<br>11/23/14          |
| Olcott | k) Hunter, Nancy       | Association of School Business Officials, Kissimmee, FL    | \$2,550 | 9/18-<br>9/22/14            |
| BHS    | l) Janosko, Ashley     | DSM V in Plain English, Parsippany, NJ                     | \$189   | 7/10/14                     |
| Olcott | m) Kolmer, Grant       | AMTNJ Conference, New Brunswick, NJ                        | \$275   | 10/23-<br>10/24/14          |
| BHS    | n) Maestas, Alyssa     | Adventure Based Counseling Beverly, MA                     | \$1,047 | 7/21-<br>7/24/14            |
| BHS    | o) Maxwell, Dorothea   | North American Cambridge Classics Project, Westford, MA    | \$150   | 8/5-<br>8/8/14              |
| BES    | p) McCarron, James     | PERC, Newark, NJ   | 0       | 6/10-<br>6/11/14            |
| BMS    | q) Ryan, Suzanne       | PERC, Newark, NJ   | 0       | 6/10-<br>6/11/14            |
| BHS    | r) Szakiel, Mark       | AP Summer Institute – Physics 1 & 2                        | \$1,101 | 7/28-<br>7/31/14            |
| BHS    | s) Smith, Courter      | AP World History Workshop, Philadelphia, PA                | \$185   | 7/13/14                     |
| BHS    | t) Smith, Courter      | National Council for Social Studies Conf., Boston, MA      | \$200   | 11/21-<br>11/23/14          |
| BMS    | u) Tchorz, Valerie     | Units of Study, Teachers College, New York, NY             | \$209   | 09/23/14                    |

Action Resolution

3. Approve Booster/Foundation/Parent Fund Raisers

Resolved, that the Somerset Hills Board of Education approve the following booster/foundation/parent fund raisers:

| School | Organization/Event   | Date                             |
|--------|--|----------------------------------|
| BHS    | a) Booster Club – Baseball/sales for a variety of items: logo wear, seat cushions, umbrellas, etc... | Fall – Winter – Spring 2014-2015 |

|     |  |  |
|-----|--|--|
| BHS | b) Booster Club – Baseball/TBD                                     | 3/8/15   |
| BHS | c) Bernards Fencing Association/Fencing Lessons                    | 11/15/14   |
| BHS | d) Bernards Fencing Association/Fencing team banquet & auction     | 3/8/15   |
| BHS | e) Bernards Fencing Association/Raffle of Mac Book Air & Ipad mini | September – March 2014-2015                          |
| BHS | f) French Club/bake sales  | 10/3/14, 11/4/14, 1/16/15, 2/10/15, 3/20/15, 4/17/15 |
| BHS | g) Somerset Hills Ice Hockey Association/AD Journal                | August – November 2014                               |
| BHS | h) Somerset Hills Ice Hockey Association/Golf Outing               | 9/25/14  |

Action  
Resolution

3. HIB Report

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on June 25, 2014 and upheld the findings and/or consequences recommended by the superintendent.

Action  
Resolution

4. Approve Bilingual/ESL Three year Program

Resolved, that the Somerset Hills Board of Education approve Bilingual/ESL Three Year Program Plan for the school years 2014-2017, as attached.

Action  
Resolution

5. Rescind Motion #15/May 7, 2014 Nonpublic Instructional Services

Resolved, that the Somerset Hills Board of Education rescind the Nonpublic Instruction Services Agreement with Somerset County Educational Services Commission for Chapters 192/193, IDEIA, Non-Public Textbook, Non-Public Technology, Non-Public Nursing for the 2014-2015 school year.

Action  
Resolution

6. Approve Nonpublic Instructional Services

Resolved, that the Somerset Hills Board of Education approve the Nonpublic Instruction Services Agreement with Middlesex Regional Educational Services for Chapters 192/193, IDEIA, Non-Public Textbook, Non-Public Technology, Non-Public Nursing for the 2014-2015 school year.

Action  
Resolution

7. Approve Shared Services Agreement – Extended School Year Program

Resolved, that the Somerset Hills Board of Education approve the Shared Services Agreement between Bedminster Township Board of Education and the Somerset Hills Board of Education for Shared Coordination of the Extended School Year Program, June 23, 2014 to July 31, 2014.

Action  
Resolution

8. Adopt Danielson Rubric Evaluation

Resolved, that the Somerset Hills Board of Education approve the Danielson Rubric Evaluation system for the 2014-2015 school year.

Action Resolution 9. Adopt Marzano Leadership Evaluation  
Resolved, that the Somerset Hills Board of Education approve the Marzano Leadership Evaluation system for the 2014-2015 school year.

**XII. Facilities & Operations**

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

Action Resolution 1. Accept Sports Field Usage Analysis  
Resolved, that the Somerset Hills Board of Education accept the Sports Field Usage Analysis prepared by T&M Associates.

Action Resolution 2. Approve Food Service Management Company  
Resolved, that the Somerset Hills Board of Education approve Maschio's Food Services, Inc. as the Food Service Management Company for the 2014/2015 school year with management fee of \$12,067 and a profit guarantee of \$30,000.

**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 Resolution 1. Accept Retirement  
Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Malinda Davis-Campbell, School Social Worker, Bedwell Elementary School effective June 30, 2014, with thanks for 24 years of service to the district.

Action Resolution 2. Accept Resignation  
Resolved, that the Somerset Hills Board of Education accept the resignation of Scott Ronay, special education teacher at the Bedwell Elementary School effective July 31, 2014.

Action Resolution 3. Accept Resignation  
Resolved, that the Somerset Hills Board of Education accept the resignation of Kristen Morlock, Leave Replacement teacher at Bedwell Elementary School effective June 30, 2014.

Action Resolution 4. Approve Co-Curricular Positions  
Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2014-2015 school year.



**Bernardsville Middle School:**

| <b>Position</b>                   | <b>Person Recommended</b> | <b>Stipend</b> |
|-----------------------------------|---------------------------|----------------|
| Clubs (per hour – max. 8 hrs.)    |                           |                |
| 7 <sup>th</sup> Grade Team Leader | Carrie Malwitz            | \$2,475        |
| Cross Country Coach               | Carrie Malwitz            | \$4,305        |
| Field Hockey Coach                | Kimberly Flynn            | \$4,305        |
| Math Club Advisor                 | Denise Jandoli            | \$59.11/hour   |

Action  
Resolution5. Approve Seasonal Employee

Resolved, that the Somerset Hills Board of Education approve the following seasonal employee from June 24, 2014 through August 30, 2014:

| <b>Name</b>     | <b>Area</b> | <b>Hourly Rate</b> |
|-----------------|-------------|--------------------|
| a) Duffy, Steve | Maintenance | \$14.00            |

Action  
Resolution6. Approve Appointment of Substitutes

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>Certificate</b>    |
|------------------------|---------------------------|-----------------------|
| Urena-Pastilli, Jaclyn | 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.