

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

**EXECUTIVE SESSION – 6:30 P.M.
PRINCIPAL’S CONFERENCE ROOM AT BERNARDS HIGH SCHOOL**

**PUBLIC INPUT & ACTION MEETING – 7:30 P.M.
BERNARDS HIGH SCHOOL**

I. Call to Order

II. Roll Call

III. Executive Session

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and WHEREAS the matters about to be presented for discussion clearly meet the “circumstances” test of such Act:

RESOLVED that the Board of Education of Somerset Hills now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation.

And, be it further,

RESOLVED that the discussion in Executive Session be disclosed when the Board’s consideration of the subject matter has been closed, or that such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

IV. Welcome

Welcome to a meeting of the Board of Education of Somerset Hills. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act: (Chapter 231 Laws of 1975), and that advance notice required therein has been provided. This is a meeting of the Board of Education of Somerset Hills at which formal action may be taken. The public will have an opportunity to be heard as shown on the Agenda.

V. Pledge of Allegiance

VI. Correspondence

1. Letter from Dr. Sebastian

VII. Report of the Superintendent

1. Student/Staff Recognition

- Jenna Barton – National Merit Finalist
 - Swim Team – identified members
 - Varsity Basketball
2. Academic Report
 3. Annual Report of Vandalism & Violence
 4. S.H.E.F. Spring 2015 Grants Presentation & “Take a Seat” Fundraising Campaign – Patrice Cummings

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 February 18, 2015.

X. Finance

A. Committee Report & Discussion:

Introduction of 2015-2016 Budget

B. Action Items:

Action Resolution

1. Approve Tentative 2015-2016 Budget

Resolved, that the tentative budget be approved for the 2015-2016 school year and that the Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline and to make all necessary adjustments to the budget to comply with State regulations.

2015-2016	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	\$36,209,588	\$845,207	\$3,261,755	\$40,316,550
Less: Anticipated Revenue	\$ 6,660,460	\$845,207	\$ 77,136	\$ 7,582,803
Taxes to be raised	\$29,549,128	-0-	\$3,184,619	\$32,733.747

And to advertise said tentative budget in the Bernardsville News or Courier News in accordance with the form suggested by the State Department of Education and according to law.

BE IT FURTHER RESOLVED, that a public hearing be held at Bernards High School, Bernardsville NJ on April 29, 2015 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

Action
Resolution

2. Approval Capital Reserve Account Deposit
RESOVLED that the Somerset Hills Board of Education approves a capital reserve deposit in the amount of \$250,000. The district intends to utilize these funds for future capital projects.

Action
Resolution

3. Approve Travel and Related Expense Reimbursement 2015-2016
WHEREAS, the Somerset Hills Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and
WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and
WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and
WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now
THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and
BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$75,000.

Action
Resolution

4. Board Secretary & Treasurer Reports & Board Certification*
WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of February, 2015 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$5,352,437.34	\$5,352,437.34
(20) Special Revenue Fund	(\$135,263.93)	(\$135,263.93)
(30) Capital Projects Fund	\$615,598.31	\$615,598.31
(40)Debt Service Fund	\$904,303.50	\$904,303.50
Total Government Funds	\$6,737,075.22	\$6,737,075.22

(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

5. Approve 2014-2015 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for February, 2015.

Action
Resolution

6. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated February 2015 covering check numbers 33338 to 33353 in the amount of \$2,874,638.37 with the recommendation that the checks 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	\$2,774,053.40
(20) Special Revenue Fund	\$6,032.50
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	\$42,178.50
(60) Cafeteria Fund	\$52,373.97
TOTAL	\$2,874,638.37

WHEREAS, the Board Secretary has presented a check register dated March 2015 covering check numbers 33354 to 33537 in the amount of \$798,896.35 with the recommendation that the checks 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	\$749,030.42
(20) Special Revenue Fund	\$31,912.60
(30) Capital Projects Fund	\$15,723.54
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$2,229.79
TOTAL	\$798,896.35

Action
Resolution

7. Approve Extended School Year Program

Resolved, that the Somerset Hills Board of Education approve an extended school year program at Bedwell Elementary School and Bernards High School from June 22, 2015 to July 30, 2015 for the 2014-2015 school year for approximately 65 students.

Action 8. Approve S.H.E.F. Seat Fund Raiser
Resolution Resolved, that the Somerset Hills Board of Education approve S.H.E.F. "Take A Seat" Fundraising Campaign.

Action 9. Approve S.H.E.F. 2015 Spring Grants
Resolution Resolved, that the Somerset Hills Board of Education approve S.H.E.F. grants for the Spring of 2015 in the amount of \$12,107.98.

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	# of Students	# of Faculty	# of Chaperones
a) BES	Gr.4 - Bronx Zoo	June 1, 2015	118	8	16
b) BHS	Concert Band-Great Adventure-High Note Festival	May 22, 2015	60	2	3
c) BHS	Jazz Band-"Trumpet's" Jazz Club- Performance & Clinic	Mar. 25, 2015	21	2	0
d) BHS	Physical Ed – Ride & Reflect-Bernardsville	April 10. 2015	15	1	0
e) BHS	Track Team- U of Pennsylvania	Apr 23-25, 2015 (van travel each day)	12	2	0

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	Kasulanis, Sally	Practical Therapy Techniques	\$245.05	May 13
b) BES	Leavenworth, Patrice	Lesson Study – Addition w/Grouping, Madison	0	Mar. 13 (PM)
c) BES	Somers, Diana	Differentiating Math Instruction-Rutgers	\$209.26	April 9
d) BES	Weber Hummel, Lisa	Practical Therapy Techniques	\$235.00	May 13
e) BES	Windisch, Mary Clare	Lesson Study – Addition w/Grouping, Madison	0	Mar. 13 (PM)
f) BHS	Chiaravalloti, Christina	TCNJ Counselor Visit	0	March 9
g) BHS	Chiaravalloti, Christina	College of St. Elizabeth and Drew University Counselor visit	0	March 16

h) BHS	Chiaravalloti, Christina	College visits Clemson, Furman, USC & College of Charleston – South Carolina	\$1,203.11	April 15-17
i) BHS	Chiaravalloti, Christina	School Counselor Conference – Kean University	0	April 10
j) BHS	Chiaravalloti, Christina	Mid-Hudson Valley College Consortium-Poughkeepsie, NY	\$167.00	April 28-29
k) BHS	Chiaravalloti, Christina	University of Colorado-Denver & University of Colorado-Boulder	0	May 28 and 29
l) BHS	DuBois, Louise	School Refusal and Executive Functioning	0	Mar. 20
m) BHS	Janosko, Ashley	College visits – Georgia Tech, Emory, University of Georgia, Furman, Clemson, USA and College of Charleston Georgia & South Carolina	\$2,445.51	Apr 13-17
n) BHS	Pietroluongo, Jade	Rescuers During the Holocaust	0	April 21
o) BHS	McMahon, John	Emergency Reference Guide Meeting Somerville NJ	0	March 11
p) BMS	DeAngelo, Stephanie	French Immersion Program for Educators-Quebec	\$2,000.00	June 29-July 17
q) BMS	King, Brian	Next Generation Science Standards Summer Institute - RVCC	\$250.00	July 27-31
r) BMS	Malwitz, Carrie	Regional Consortia of Science Educators	0	Feb. 24-25
s) BMS	Malwitz, Carrie	NJ State Science Curriculum Consortium	0	Mar. 27
t) BMS	Rizzuto, Rosemarie	Nat'l Service Learning Conference - DC	0	April 9-10
u) BMS	Vilela, Jennifer	Challenges & Practical Solution	0	Mar. 20
v) District	Butler, Coleen	County Office changes	0	Mar. 20
w) District	Hunter, Nancy	IDEA Grant –Shift to EWEG	0	Mar. 20 (PM)
x) District	McDougal, Dan	NJ Buildings & Grounds Expo, Atlantic City	\$565.69	Mar. 16-18
y) District	Prunty, Mark	NJ Tech Coordinators Meeting	0	April 14
z) District	Shouffler, Jen	Lesson Study “Open House” - Madison	0	Mar. 13
aa) District	Vaught, Teresa	IDEA Grant –Shift to EWEG	0	Mar. 20 (PM)

Action Resolution

3. HIB Report

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

XII. Facilities & Operations

A. Committee Report & Discussion:

B. Action Items:

Action 1. Approve Resolution Authorizing the Execution of Emergency Driveway Easement Agreement with Lot 102, Bernardsville, LLC

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

WHEREAS, Lot 102 Bernardsville, LLC (“Weichert”) is the owner of a vacant lot known as Block 64, Lot 1.02, located on U.S. Route 202, in the Borough of Bernardsville, Somerset County, New Jersey (the “Weichert Property”), which is contiguous to the property located at Block 64, Lot 1 in Bernardsville, Somerset County, New Jersey that is owned by the Somerset Hills Board of Education and is operated as Bernards High School (“School Property”); and

WHEREAS, Weichert has entered into a Ground Lease (the “TD Lease”) with TD Bank, N.A. for the Weichert Property under which T.D. Bank is permitted to construct buildings and other structures, including a retail banking facility and associated drive-thru and parking infrastructure (“Intended Development”); and

WHEREAS, Weichert and the Board of Education wish to memorialize an agreement whereby, if TD Bank, N.A. obtains the necessary approvals from the Bernardsville Planning Board and constructs the Intended Development or other permanent improvements on the Weichert Property, Weichert will construct (or cause to be constructed), and grant and convey to the Board of Education a non-exclusive easement to use, an emergency access driveway for ingress and egress of emergency vehicles between the School Property and U.S. Route 202 and emergency evacuation of Bernards High School;

WHEREAS, the Somerset Hills Board of Education has determined that it is in the best interests of the Somerset Hills School District to enter into such agreement.

NOW, THEREFORE, BE IT RESOLVED by the Somerset Hills Board of Education, as follows:

- a) The President and Secretary of the Somerset Hills Board of Education are hereby authorized to execute the Emergency Driveway Easement Agreement, substantially in the form attached hereto as Exhibit A.
- b) The President and Secretary are authorized to execute all other documents necessary to carry out the terms of this resolution.

Action 2. Annual Report of Violence and Vandalism – 2014-2015

Resolution Pursuant to N.J.S.A. 18A:17-46, 17 acts of violence and vandalism were reported to the NJ Department of Education Electronic Violence and Vandalism Reporting System (EVVRS) for 2014-2015.

XIII. Policy

A. Committee Report & Discussion:

B. Action Items:

Action 1. First Reading

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of the following policies and regulations: (attachment)

#	Title
a) Policy 2312	Class Size
b) Regulation 2312	Class Size

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 employees:

Name	Location	Position	Effective
a) DuBois, Louise	BHS	Teacher	7/1/15
b) Grund, John	BHS	Teacher	7/1/15
c) Tinquist, Alan	BHS	Teacher	6/30/15
d) Roberson, Margaret	BMS	Teacher	6/30/15
e) Schonbachler, Nona	BES	Special Education Paraprofessional	6/30/15

Action Resolution2. Accept Resignation

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

Name	Location	Position	Effective
a) Kulakowski, Jacqueline	BHS	Media Specialist	March 2, 2015
b) Mastrengieli, Karen	Bedwell	Elem Teacher	March 1, 2015
c) Moreno, Carlos	Bedwell	Custodian	March 6, 2015

Action Resolution3. Amend Parenthood Leave

Resolved, that the Somerset Hills Board of Education amend the following parenthood leaves for the 2015-2016 school year:

Name	School	Position	Begin Date	End Date
a) Boylan, Kristen	BMS	Media Specialist	11/3/14	4th Marking Period 2015-2016 school year
b) Mustich, Jonelle	Bedwell	Elem Teacher	3/3/14	9/1/2016

Action Resolution4. Approve Appointment Non-Certified Staff

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

Name	Location	Position	Replace	Level	Step	Salary	Effective
a) Nigro, Marc	BMS	Special Education Paraprofessional	Haring	n/a	1	\$15.13/ hour	3/2/15
b) Quinn, Jann	BES	Special Education Paraprofessional	DiDonato	n/a	1	\$15.13/ hour	3/16/15

Action Resolution5. Approve Field Observation

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

Observer/Student	School	Subject	Duration	Mentor
Osborne, William	Bedwell	Grade 3	3/23/15 (60 hours)	Darcey Brooten

Action
Resolution

6. Approve Tutor Mentor

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

Name	Location	Position	Stipend
a) Arnold, Kara	BES	Tutor Mentor	\$59.11/hour
b) Leichtling, David	BES	Tutor Mentor	\$59.11/hour

Action
Resolution

7. Approve Home Instructor

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

Name	Subject	Certification
a) Leichtling, David	Teacher of Social Studies & Teacher of English	CEAS
b) Silva, Donna	Teacher of the Handicapped Speech Language Specialist Teacher of the Deaf	Standard Certificates

Action
Resolution

8. Approve Co-Curricular Positions

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

Name	Position	School	Stipend
a) St. Ours, Elizabeth	Girls on the Move	BMS	\$59.11/hour
b) Davis, Emma	Girls on the Run	BES	\$59.11/hour
c) Freda, Michele	Girls on the Run	BES	\$59.11/hour
d) Gelsinger, Allison	Girls on the Run	BES	\$59.11/hour
e) Leonard, Melissa	Girls on the Run	BES	\$59.11/hour
f) Rokosky, Debbie	Girls on the Run	BES	\$59.11/hour
g) Weber, Lisa	Girls on the Run	BES	\$59.11/hour
h) Procacci, Erika (sub)	Girls on the Run	BES	\$59.11/hour
i) Quinlan, Alyce (sub)	Girls on the Run	BES	\$59.11/hour

Action
Resolution

9. Approve Volunteers

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

Name	Volunteer	Certificate
a) Witty, Dean	Lacrosse	Standard
b) Femenella, Matthew	Lacrosse	Substitute Credential

Action
Resolution

10. Amend Appointment Leave Replacement

Resolved, that the Somerset Hills Board of Education amend the appointment of leave replacement for the 2014-2015 school year:

Name	School	Position	Replace/	Start	End
Stolarz, Liz	BHS	Guidance	Sosely	11/24/14	4/7/15

Action
Resolution

11. Approve Substitutes

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

Name	Substitute Position	Certification
a) Barber, Brenda	Teacher, Paraprofessional	Substitute Credential
b) Struble, Alice	Teacher, Paraprofessional	CE
c) Wilt, Michala	Nurse, Teacher	Substitute Credential/RN license

XV. Supplementary Matters

1. Discussion re: PARCC Testing

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.