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**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING AGENDA – NOVEMBER 16, 2011**

**EXECUTIVE SESSION – 6:30P.M.  
PRINCIPAL’S CONFERENCE ROOM AT BERNARDS HIGH SCHOOL  
PUBLIC INPUT & ACTION MEETING – 7:30 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. S.H.E.F. Mini Grants
2. Strategic Plan Report
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 session minutes of October 12, 2011 be approved.

**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 September, 2011 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,147,313.96	\$6,147,313.96
(20) Special Revenue Fund	\$136,014.45	\$136,014.45
(30) Capital Projects Fund	\$333,565.21	\$333,565.21
(40)Debt Service Fund	(\$380,934.95)	(\$380,934.95)
Total Government Funds	\$6,235,958.67	\$6,235,958.67

(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 October, 2011 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,789,873.71	\$6,789,873.71
(20) Special Revenue Fund	\$131,514.36	\$131,514.36
(30) Capital Projects Fund	\$333,565.21	\$333,565.21
(40) Debt Service Fund	(122,600.95)	(122,600.95)
Total Government Funds	\$7,132,352.33	\$7,132,352.33

(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.

**(Treasurer's Report will be distributed at the meeting.)**

Action  
Resolution

3. Approve 2011-2012 Budget Transfers\*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for the months of September and October 2011.

Action  
Resolution

4. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated September, 2011 covering check numbers 24312 to 24320 in the amount of \$2,581,693.85 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	\$2,040,705.39
(20) Special Revenue Fund	\$5,678.66
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	\$535,309.80
(60) Cafeteria Fund	-0-
<b>TOTAL</b>	<b>2,581,693.85</b>

Action  
Resolution

5. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated October, 2011 covering check numbers 24312 to 24328 in the amount of \$2,366,991.14 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	\$2,266,217.01
(20) Special Revenue Fund	\$41,099.10
(30) Capital Projects Fund	\$480.00
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$59,195.03
<b>TOTAL</b>	<b>\$2,366,991.14</b>

Action  
Resolution

6. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated November, 2011 covering check numbers 24319 to 24516 in the amount of \$1,235,977.81 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	\$1,019,970.34
(20) Special Revenue Fund	\$174,221.28
(30) Capital Projects Fund	\$39,031.19
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$2,755.00
<b>TOTAL</b>	<b>\$1,235,977.81</b>

Action  
Resolution

7. Approve S.H.E.F. Donation\*

Resolved, that the Somerset Hills Board of Education accept the donation of \$11,734.52 from Somerset Hills Education Foundation (SHEF) for the Fall teacher grants. List of grants funded is attached.

Action  
Resolution

8. Approve Participation for Alliance for Competitive Telecommunications (ACT)\*

Resolved, that the Somerset Hills Board of Education approve the participation in the Alliance for

Competitive Telecommunications (ACT) with the Middlesex Regional Educational Services Commission (MRESC) and the New Jersey Association of School Business Officials (NJASBO) for the period July 1, 2012 to June 30, 2017.

Action  
Resolution

9. Accept New Jersey School Boards Association Insurance Group Safety Grant\*

Resolved, that the Somerset Hills Board of Education accept the New Jersey School Boards Association Insurance Group Safety Grant in the amount of \$9,961.00

Action  
Resolution

10. Approve Interpretation Services\*

Resolved, that the Somerset Hills Board of Education approve the following individuals to provide translation and interpretation services to the district on an as needed basis:

Student ID#	Provider	Location
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Various students	Theodora Mulgruni	Bernardsville
Various students	Susan Lang	Bernardsville
Various students	Lydia Dorfi	Bernardsville
Various students	Damarys Wisler	Gladstone

Action  
Resolution

11. Approve Additional State Aid\*

Resolved, that the Somerset Hills Board of Education approve additional 2011/2012 State Aid in the amount of \$340,387. No changes will be made to 2011/2012 appropriations, the surplus funds will be made available for taxpayer relief in the 2012/2013 school budget.

**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:

School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
BHS	a) AP/Honors Physics Faraday Physics Christmas Lecture & Demo Show Rutgers University New Brunswick, NJ	12/11/11	23	2	0
BHS	b) Jazz Ensemble, Madrigals, Marching Band Acting Troupe Performing Arts Assembly Bedminster School Bedminster, NJ	12/22/11	75	5	0
BHS	c) AP/Honors Physics- Physics Team NJ Physics Olympics Competition Momouth High School Monmouth, NJ	1/14/12	23	2	0
BES	d) 1 <sup>st</sup> Grade Trailside Nature Center Mountainside, NJ	5/4/11	110	8	15
BES	e) Kindergarten (4) Classes Liberty State Park Jersey City, NJ	5/10/11	80	5	12
BES	f) Kindergarten (3) Classes Liberty State Park Jersey City, NJ	5/11/11	60	4	9
BMS	g) Earth Systems Honors	5/9 &	51	1	1-2 per trip

	Locations along Mine Brook Road, Bernardsville	5/10/12	25/26 per trip		
BMS	h) 8 <sup>th</sup> Grade Trip Class Trip Celebration New York City	6/13/12	142	10-12	12
BES	i) Preschool – a.m. & p.m. Environmental Ed Center Basking Ridge NJ	3/14/12	5	4	0
BES	j) Preschool – p.m. Adult Day Center Basking Ridge NJ	2/29/12	8	3	2

Action Resolution

2. Approve Professional Development\*

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

School	Name	Workshop/Conference	Est. Cost	Date
BHS	a) DeMeo, Janet	Enhancing High School Math	\$209.26	1/11/12
BHS	b) Falletta, LuAnn	Precalculus & Astronomy	\$209.99	3/23/12
BMS	c) Kratz, Lynn	NASSP Convention	\$2,097.28	3/8&9/12
BMS	d) Lott, Patrick	iPad Workshop for School Leaders	\$ 825.00	1/19/12

**XII.**

**Facilities & Operations**

A. Committee Report & Discussion:

- School for Energy Efficiency (SEE Program) Report

B. Action Items:

Action Resolution

1. Approve Memorandum of Agreement\*

Resolved, that the Somerset Hills Board of Education approve the Law Enforcement Memorandum of Agreement on file in the Superintendent's office.

**XIII.**

**Policy**

A. Committee Report & Discussion:

B. Action Items:

Action

1. Second Reading & Adoption Policy #3322 Staff Member's Use of Cellular Telephone (New)

Resolution

Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #3322 Staff Member's Use of Cellular Telephone.

Action

2. Second Reading & Adoption Policy #4322 Staff Member's Use of Cellular Telephones (New)

Resolution

Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #4322 Support Staff Member's Use of Cellular Telephones

Action

3. First Reading Policy #5519 Dating Violence at School (M) – New

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #5519 Dating Violence at School (M) – New.

Action 4. First Reading Regulation #5519 Dating Violence at School (M) – New  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Regulation #55199 Dating Violence at School (M) – New.

**XIV. Personnel**

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action 1. Approve Appointment of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Lauren Woods, part time special education paraprofessional at Bedminster School (out of district placement), Step 1B, at an hourly rate of \$14.91, 13 hours/45 minutes per week, effective November 14, 2011 for the 2011-2012 school year.

Action 2. Approve Appointment of Paraprofessional\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Bryan Gross, part time special education paraprofessional at Bernards High School, Step 1B, at an hourly rate of \$14.91, 17 hours/30 minutes per week, effective November 14, 2011 for the 2011-2012 school year.

Action 3. Approve Appointment of Computer Technician\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Norman Luik, part time (8 hours/week) computer technician, Step 10, at an hourly rate of \$31.25, effective October 27, 2011 for the 2011-2012 school year. (M. Pike transfer)

Action 4. Amend Salary and Step  
Resolution Resolved, that the Somerset Hills Board of Education amends the salary and step for Colleen Zuppa, full time paraprofessional at Bedwell Elementary School effective September 1, 2011 for the 2011-2012 school year, as follows:  
**From:** Step 3-4 \$ 21,662      **To:** Step 10 \$ 28,291

Action 5. Amend Start Date\*  
Resolution Resolved, that the Somerset Hills Board of Education amends the start date of Patricia Lampa, long term substitute at Bernards High School (Sosely), as follows:  
**From:** November 7, 2011      **To:** November 3, 2011

Action 6. Approval of Leave of Absence  
Resolution Resolved, that the Somerset Hills Board of Education approves an unpaid medical leave of absence for Diana Sombers, elementary school teacher, effective November 7, 2011 through December 31, 2011.

- Action 7. Accept Retirement  
Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Chone Phouthapadith, custodian at Bedwell Elementary School, effective July 1, 2012, with thanks for 31 years of service to the district.
- Action 8. Accept Retirement  
Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Chanshy Phouthapadith, custodian at Bedwell Elementary School, effective July 1, 2012, with thanks for 11 years of service to the district.
- Action 9. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Juan Ramon Maqueda, part time custodian, effective October 28, 2011.
- Action 10. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Liliana Cano-Arias, part time custodian, effective November 15, 2011.
- Action 11. Approval of Termination  
Resolution Resolved, that the Somerset Hills Board of Education approves the termination of Brandy Justice, Leave Replacement Special Education Teacher at Bernardsville Middle School, effective January 6, 2012.
- Action 12. Approval of Substitute Rates\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitute rates:
- |   |          |
|---|----------|
| Teacher with Substitute Certificate (Extended Assignment) | \$170.00 |
| Teacher with Standard Certificate (Extended Assignment)   | \$190.00 |
- Action 13. Approval of Writing Lab Proctor  
Resolution Resolved, that the Somerset Hills Board of Education approves Melissa Paparozzi as a proctor for the middle school writing lab, 2 days per week, at an hourly rate of \$58.24, effective October 25, 2011 through January 31, 2012.
- Action 14. Approval of Athletic/Co-Curricular Positions\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following athletic positions for the 2011-2012 school year:
- |                             |                       |           |
|-----------------------------|-----------------------|-----------|
| <u>Bernards High School</u> |                       |           |
| Ashley Baker                | Winter Track: Asst.   | \$ 4,563  |
| Jaimie Trapp                | Softball: Asst. (JV)  | \$ 6,154  |
| Nicholas Crouch             | Ice Hockey: Head      | \$ 6,907  |
| Rich Russoniello            | Wrestling: Asst. (JV) | \$ 7,916  |
| Kyle Markovich              | Ski Team: Head        | \$ 6,495  |
| Nick Hemans                 | Ice Hockey            | Volunteer |
| <u>Bedwell Elementary</u>   |                       |           |

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Sue Crowley	Book Room Coordinator (50%)	\$ 691.00 (50%)
Janis Virtue	Book Room Coordinator (50%)	\$ 691.00 (50%)

- Action 15. Approval of Substitutes\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes for the 2011-2012 school year:
- |                         |                               |  |
|-------------------------|-------------------------------|--|
| <u>Teachers</u>         |                               |  |
| Diane Beck              | Standard                      |  |
| Ryan Davidson           | CEAS                          |  |
| Jared Graves            | Sub Certificate               |  |
| Joseph Palma            | Sub Certificate               |  |
| Rich Russoniello        | Sub Certificate               |  |
| Ibrahim Valjevac        | Sub Certificate               |  |
| <u>Paraprofessional</u> |                               |  |
| Heidi Lowy              |                               |  |
| Ibrahim Valjevac        |                               |  |
| <u>Home Instructor</u>  |                               |  |
| Diane Beck              | Standard – Biological Science |  |

**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.