

**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING AGENDA – AUGUST 25, 2010**

**EXECUTIVE SESSION – 6:30P.M.  
PRINCIPALS 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**

1. Thank You: Jovon Woods

**VII. Report of the Superintendent**

1. Student/Staff Recognition
2. 2010/2011 School Opening

## 3. District Enrollment

6/24/10 Enrollment		8/18/10 Enrollment		Difference	
P	30	P	19	P	-11
K	115	K	99	K	-16
1	159	1	116	1	-43
2	143	2	157	2	14
3	151	3	138	3	-13
4	146	4	152	4	6
<b>Bedwell</b>	<b>744</b>	<b>Bedwell</b>	<b>681</b>	<b>Bedwell</b>	<b>-63</b>
5	140	5	145	5	5
6	142	6	141	6	-1
7	149	7	143	7	-6
8	118	8	150	8	32
<b>BMS</b>	<b>549</b>	<b>BMS</b>	<b>579</b>	<b>BMS</b>	<b>30</b>
9	202	9	181	9	-21
10	197	10	211	10	14
11	212	11	200	11	-12
12	174	12	223	12	49
<b>BHS</b>	<b>785</b>	<b>BHS</b>	<b>815</b>	<b>BHS</b>	<b>30</b>
<b>Total</b>	<b>2078</b>	<b>Total</b>	<b>2075</b>	<b>Total</b>	<b>-3</b>

**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 meeting minutes of June 30, 2010 be approved.

**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 June, 2010 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$3,778,225.57	\$3,778,225.57
(20) Special Revenue Fund	\$(171,893.19)	\$(171,893.19)
(30) Capital Projects Fund	\$(709,904.18)	\$(709,904.18)
(40)Debt Service Fund	\$18,399.56	\$18,399.56
Total Government Funds	\$2,914,827.76	\$2,914,827.76

(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 2009-2010 Budget Transfers\*Resolution

Resolved that the Somerset Hills Board of Education approves the attached list of 2009-2010 budget transfers for June 2010.

Action 3. Payment of Bills\*Resolution

WHEREAS, the Board Secretary has presented a check register dated June 30, 2010 covering check numbers 21115 to 21178 in the amount of \$184,401.70 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	\$39,566.60
(20) Special Revenue Fund	\$60,350.43
(30) Capital Projects Fund	\$44,919.53
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$39,565.24
<b>TOTAL</b>	<b>\$184,401.70</b>

Action 4. Payment of Bills\*Resolution

WHEREAS, the Board Secretary has presented a check register dated July 31, 2010 covering check numbers 21179 to 21492 in the amount of \$2,708,070.91 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	\$2,217,462.16
(20) Special Revenue Fund	78,987.08
(30) Capital Projects Fund	\$410,587.50
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$1,034.17
<b>TOTAL</b>	<b>\$2,708,070.91</b>

Action 5. Approve Purchase of Photocopiers\*

Resolution

Resolved, that the Somerset Hills Board of Education approve the purchase of (4) photocopiers from Image Systems in the amount of \$30,553.00 under State Contract #C001727 to be financed under a lease purchase agreement:

B.H.S.	Konica 423	\$ 6,196
B.M.S.	Konica 751	\$11,965
B.E.S.	Konica 423	\$ 6,196
Special Services	Konica 423	\$ 6,196

Action 6. Approve Lease Purchase Agreement \*

Resolution

Resolved, that the Somerset Hills Board of Education authorizes the School Business Administrator to finalize the four year financing of their one (1) school bus, one (1) truck and copiers with Municipal Leasing Consultants of Grand Isle, VT, Its Agents or Assignee. The proposal was approved at a rate of 3.870% which is fixed until August 25, 2010 after which time the rate floats until funding and will be based on the Bank's Cost of Funds. The School Business Administrator of the Somerset Hills Board of Education is hereby authorized to execute any and all legal documents necessary to conclude the financing of the lease purchase agreement, subject to the approving opinion by the school's attorney.

Action 7. Approve Out of District Schools \*

Resolution

Resolved, that the Somerset Hills Board of Education approve the following Out of District School for the 2010/2011 school year:

<b>Student #</b>	<b>School</b>	<b>Location</b>
2015203	Calais School	Whippany, NJ
1208	Millburn Regional Day	Millburn, NJ

Action 8. Approve Related Service Providers\*

Resolution

Resolved, that the Somerset Hills Board of Education enter into a contract with the following related services providers for the 2010 Summer Program and 2010/2011 school year:

<b>Provider</b>	<b>Service Provided</b>
Martha C. Gomez-Bryan	Bilingual Speech-Language Specialist
Damarys G. Wisler	Translating Services
Maximum Healthcare Services, Inc.	Nursing Services

Action 9. Approve Tuition Student  
Resolution Resolved, that the Somerset Hills Board of Education approve the child of Meera Singh as a 8<sup>th</sup> grade tuition student for the 2010-2011 school year.

Action 10. Approve Tuition Student  
Resolution Resolved, that the Somerset Hills Board of Education approve the child of Sherry Wrana as a 6<sup>th</sup> grade tuition student for the 2010-2011 school year.

Action 11. Approval 2010/2011 School Year Inter Local Transportation Services Agreement for  
Resolution Participation in Coordinated Transportation\*  
 Resolved, that the Somerset Hills Board of Education approve the attached resolution for Participation in Coordinated Transportation Services.

Action 12. Approve IDEIA Federal Grant\*  
Resolution Resolved, that the Somerset Hills Board of Education authorizes application and approves funds for Fiscal Year 2011 for the IDEIA Federal Grant Allocation for as follows:

	<u>Public</u>	<u>Non Public</u>	<u>Total</u>
Basic	\$373,579	\$29,934	\$403,513
Preschool	\$ 16,553	\$ 1,505	\$ 18,058
Total	\$390,132	\$31,439	\$421,571

Action 13. Approve Bidding Services\*  
Resolution Resolved, that the Somerset Hills Board of Education approve lease purchase bidding financing services by the Middlesex Regional Educational Services Commission for a fee of \$500.

Action 14. Approve 2010-2011 Tuition Rates\*  
Resolution Resolved, that the Somerset Hills Board of Education accept the 2010-2011 tuition rates:

<b>GRADE</b>	<b>2010-2011 TUITION</b>
KINDERGARTEN	\$11,737
1-5	\$13,797
6-8	\$16,462
9-12	\$17,583

## **XI. Curriculum**

A. Committee Report & Discussion:

B. Action Items:

Action 1. Approve Professional Development  
Resolution Resolved, that the Somerset Hills Board of Education approve the following professional development:

<b>School</b>	<b>Name</b>	<b>Workshops/Conference</b>	<b>Est. Cost</b>	<b>Date</b>
BMS	a) Ryan, Suzanne	Helping Administer to the Needs of Students with Diabetes	\$120.00	10/09/10

Action Resolution 2. Approve 2010 Summer Curriculum\*  
Resolved, that the Somerset Hills Board of Education approves summer 2010 district curriculum writing projects.

Action Resolution 3. Approve BHS course\*  
Resolved, that the Somerset Hills Board of Education approves BHS course AP Studio Art 2 for the 2010-2011 school year.

## **XII. Facilities & Operations**

A. Committee Report & Discussion:

B. Action Items:

Action Resolution 1. Acceptance of NJDOE Grants for Energy Improvement Projects  
Be it resolved that the Somerset Hills Board of Education accept grant funding from the NJ Department of Education in the amount of **\$954,649** which represents 40% of the total estimated costs of \$2,386,623 for the purpose of energy improvement projects at Bedwell Elementary School (**State project#4815-030-10-1002**).

Action Resolution 2. Acceptance of NJDOE Grants for Energy Improvement Projects  
Be it resolved that the Somerset Hills Board of Education accept grant funding from the NJ Department of Education in the amount of **\$1,265,896** which represents 40% of the total estimated costs of \$3,164,741 for the purpose of energy improvement projects at Bernardsville Middle School (**State project#4815-040-10-1003**).

Action Resolution 3. Acceptance of NJDOE Grants for Energy Improvement Projects\*  
Be it resolved that the Somerset Hills Board of Education accept grant funding from the NJ Department of Education in the amount of **\$550,232** which represents 40% of the total estimated costs of \$1,375,581 for the purpose of energy improvement projects at Bernards High School (**State project#4815-020-10-1001**).

Action Resolution 4. Approve Sale of School Van\*  
Resolved, that the Somerset Hills Board of Education approve the sale of a 1997 Dodge School van, serial number 2B7KB31Z5VK585598 to Gary Williams in the amount of \$17,000.00.

Action Resolution 5. Approve Sale of Truck\*  
Resolved, that the Somerset Hills Board of Education approve the sale of a 1990 Ford F350 pick up truck, serial number 1FTHF36H3LNA13686 to Robert Ferreira in the amount of \$1,010.68.

## **XIII. Policy**

A. Committee Report & Discussion:

B. Action Items:

Action Resolution 1. Second Reading and Approval Policy #2436 Activity Participation Fee – New  
Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Policy #2436 Activity Participation Fee – New.

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- Action 2. Second Reading and Approval Policy #5111 Eligibility of Resident/Nonresident Pupils (M) – Revision
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Policy #5111 Eligibility of Resident/Nonresident Pupils (M) – Revision.
- Action 3. Second Reading and Approval Policy #6360 Political Contributions (M) – Revision
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Policy #6360 Political Contributions (M) – Revision
- Action 4. Second Reading and Approval Policy #6422 Budget Transfers (M) – Revision
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Policy #6422 Budget Transfers (M) – Revision.
- Action 5. Second Reading and Approval Policy #6631 Privately Funded Athletic Teams and Co-Curricular Activities – New
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Policy #6631 Privately Funded Athletic Teams and Co-Curricular Activities – New.
- Action 6. Second Reading and Approval #6740 Reserve Accounts – New
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Policy #6740 Reserve Accounts – New.
- Action 7. Second Reading and Approval Regulation #6740 Reserve Accounts – New
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Regulation #6740 Reserve Accounts – New.
- Action 8. Second Reading and Approval Policy #8420 Emergency and Crisis Situations (M) – Revision
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Policy #8420 Emergency and Crisis Situations (M) – Revision.
- Action 9. Second Reading and Approval Regulation #8420.1 Fire and Fire Drills (M) – Revision
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Regulation #8420.1 Fire and Fire Drills (M) – Revision.
- Action 10. Second Reading and Approval Regulation #8420.7 Lockdown Procedures (M) - New
- Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and approval of Regulation #8420.7 Lockdown Procedures (M) – New.
- Action 11. First Reading and Approval Policy #6620 Petty Cash (M) – Revised
- Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and approval of Policy #6620 Petty Cash (M) – Revised.

Action 12. First Reading and Approval Regulation #5600 Pupil Discipline/Code of Conduct (M) – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and approval of Regulation #5600 Pupil Discipline/Code of Conduct (M) – Revised.

**XIV. Personnel**

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action 1. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Joseph Ciulla, Assistant Principal at Bedwell Elementary School, effective August 13, 2010.

Action 2. Accept Resignation\*  
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Debra Wilkins, Director of Curriculum for the district, effective August 20, 2010.

Action 3. Accept Resignation\*  
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Katherine Bobo Lauber, social studies teacher at Bernards High School, effective October 8, 2010, or sooner as determined by the Superintendent.

Action 4. Approve Appointment of Assistant Principal  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Coleen Butler, Assistant Principal at Bedwell Elementary School, at an annual salary of \$87,300 (prorated) effective August 16, 2010 for the 2010-2011 school year. (Ciulla resignation)

Action 5. Approve Appointment of Director of Curriculum\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Jennifer Shouffler, Director of Curriculum for the district, at an annual salary of \$120,000 (prorated) effective August 30, 2010 for the 2010-2011 school year. (Wilkins resignation)

Action 6. Approve Appointment of Technology Education Teacher\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Franklin Spangler, technology education teacher at Bernards High School, Level BA, Step 1-2, at an annual salary of \$51,790, effective September 1, 2010 for the 2010-2011 school year.

Action 7. Approve Appointment of School Social Worker\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Eli Nowak, part time (.5) School Social Worker, Level MA, Step 1-2, at an annual salary of \$27,830, effective September 1, 2010 for the 2010-2011 school year.



Action 8. Approve Appointment of Long Term Substitute  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Janel Sabella, long term substitute at Bernardsville Middle School, Level BA, Step 1-2, at a per diem rate of \$259, effective September 1, 2010 through November 15, 2010. (Obert-Thorn-parenthood leave)

Action 9. Approval of Reassignment  
Resolution Resolved, that the Somerset Hills Board of Education approves the reassignment (no change in compensation) of Lauren Smith from Elementary Teacher (Grade 1), to Literacy Specialist at Bedwell Elementary School, effective September 1, 2010. (Butler reassignment)

Action 10. Approve Appointment of Elementary Teacher  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Susan Fischer, Elementary Teacher (Grade 1) at Bedwell Elementary School, Level MA, Step 9, at an annual salary of \$63,771, effective September 1, 2010 for the 2010-2011 school year. (Smith reassignment)

Action 11. Approval of Mentors\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following staff members as mentors for novice teachers for the 2010-2011 school year:

BHS	Alan Tinquist	(Franklin Spangler)
BMS	Brian Latzke	(Denise Jandoli)
	Rosemarie Rizzuto	(Katelyn Finley)
	Jason Snyder	(Matthew LaPine)
Bedwell	Rebecca Sheasley	(Christa Lagatic)
	Phil Wilkinson	(Bryan Hedgecock)
		(50% 1 <sup>st</sup> semester only)

Action 12. Approval of Department Coordinator\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following staff member as Department Coordinator at the high school for the 2010-2011 school year, to be paid at his hourly per diem rate:

Jon Simoneau      Design & Technology

Action 13. Approval of Additional Hours for Extended School Year Program  
Resolution Resolved, that the Somerset Hills Board of Education approves additional hours for the following teachers and therapists for the extended school year program:

Teachers

Rebecca Sheasley	2 hours
Wendi LaBruno	2 hours
Dawn King	2 hours
Jessica Frazier	2 hours
Erika Procacci	2 hours
Christa Lagatic	2 hours

Therapists

Dona Hoehn, Speech Therapist 5 hours  
 Jill Roll, Occupational Therapist 5 hours

Action 14. Rescind Co-Curricular Appointments\*  
Resolution Resolved, that the Somerset Hills Board of Education rescind the following  
 co-curricular appointments for the 2010-2011 school year:  
High School  
 Basketball: Women's Asst. (JV) Leslie O'Connor  
 Assistant AD: Fall Jeff Falzarano

Action 15. Approval of Athletic/Co-Curricular Positions\*  
Resolution Resolved, that the Somerset Hills Board of Education approved the following  
 athletic/co-curricular positions:

<u>High School</u>		<u>Stipend</u>
Basketball: Women's Asst. (JV)	Theresa Peppe	7,916
Community Service	Kelly Clark	4,741

Action 16. Approval of Substitute\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following  
 substitute:  
Teacher  
 Sarah Booth CEAS

Action 17. Appointment of Liaison\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following for the period of  
 August 16, 2010 through January 31, 2011:  
 Nicolas Del'Re 504 Officer, DYFS Liaison, Homeless Liaison

Action 18. Approval of Staff Member Students  
Resolution Resolved, that the Somerset Hills Board of Education approve the following child of a staff  
 member as a district student for the 2010-2011 school year:  
 Grade 6 Patricia McMillian

**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.



- **September 15, 2010**  
**Wednesday – 7:30 p.m.**  
**Public Input & Action Meeting**  
**The Community Room at Bernards High School**
- **October 13, 2010**  
**Wednesday – 7:30 p.m.**  
**Public Input & Action Meeting**  
**The Community Room at Bernards High School**
- **November 17, 2010**  
**Wednesday – 7:30 p.m.**  
**Public Input & Action Meeting**  
**The Community Room at Bernards High School**
- **December 15, 2010**  
**Wednesday – 7:30 p.m.**  
**Public Input & Action Meeting**  
**The Community Room at Bernards High School**
- **January 12, 2011**  
**Wednesday – 7:30 p.m.**  
**Public Input & Action Meeting**  
**The Community Room at Bernards High School**
- **February 9, 2011**  
**Wednesday – 7:30 p.m.**  
**Public Input & Action Meeting**  
**The Community Room at Bernards High School**
- **March 9, 2011**  
**Wednesday – 7:30 p.m.**  
**Public Input & Action Meeting**  
**The Community Room at Bernards High School**