

---

**The Somerset Hills School District**  
**PUBLIC INPUT & ACTION MEETING AGENDA –MARCH 9, 2011**  
**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**

**VII. Report of the Superintendent**

1. Donations – PAC Parents & B.H.S. HSA
2. Student/Staff Recognition
3. Introduction of the 2011-2012 Budget

**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

1. Approval of Minutes\*

Resolution

Resolved, that the Public Input & Action and Executive meeting minutes of February 9, 2011 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 February, 2011 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$4,212,387.84	\$4,212,387.84
(20) Special Revenue Fund	-\$10,077.50	-\$10,077.50
(30) Capital Projects Fund	\$341,419.49	\$341,419.49
(40)Debt Service Fund	\$748,447.06	\$748,447.06
Total Government Funds	\$5,292,176.89	\$5,292,176.89

(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.

(Treasurers report will be distributed at the Board meeting.)

Action

2. Approve 2010-2011 Budget Transfers\*

Resolution

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for February 2011.

Action

3. Payment of Bills\*

Resolution

WHEREAS, the Board Secretary has presented a check register dated February, 2011 covering check numbers 22701 to 22892 in the amount of \$3,793,318.20 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	\$3,491,995.30
(20) Special Revenue Fund	\$157,996.98
(30) Capital Projects Fund	\$2,269.22
(40) Debt Service Fund	\$88,048.36
(60) Cafeteria Fund	\$53,008.34
<b>TOTAL</b>	<b>\$3,793,318.20</b>

Action  
Resolution

4. Approve Waiver of Requirements Special Education Medicaid Initiative Program\*  
Resolved, that the Somerset Hills board of Education approve the Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:

Whereas, NJAC 6:A23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program

Whereas, the Somerset Hills Board of Education desires to apply for this waiver due to the fact that it estimated having less Medicaid eligible classified students than the state guideline of 30 students in the 2011-2012 budget year.

Now Therefore Be It

Resolved, that the Somerset Hills Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Somerset an appropriate waiver of the requirements of NJAC 6:A23A-5.3 for the 2011-2012 school year.

Action  
Resolution

5. Approve Facility for Bedside Instruction\*

Resolved, that the Somerset Hills Board of Education approve the University of Medicine and Dentistry of NJ to provide bedside instruction for the 2010-2011 school year.

Action  
Resolution

6. Approval of Preliminary Budget Submission: 2011-2012\*

RESOLVED that the Somerset Hills Board of Education adopt the preliminary 2011-2012 Budget for submission to the County Superintendent of Schools for approval as per attachment,\*  
And, be it further

RESOLVED that the Somerset Hills Board of Education approves that the 2011-2012 general fund tax levy of \$27,069,970 and the debt service fund tax levy of \$3,294,658 representing a total tax levy of \$30,364,628 which represents a 1.7% increase from the tax levy for 2010-2011;

And, be it further

RESOLVED that the Board Secretary be authorized to make minor adjustments as may be required by additional state information and/or the County Superintendent.

And, be it further

RESOLVED that a Public Hearing for adoption of the 2011-2012 Budget be held on March 30, 2011 at 7:30 p.m. at The Community Room at Bernards High School.

**XI. Curriculum**

A. Committee Report & Discussion:

B. Action Items:

Action  
Resolution1. 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) Annual William Paterson World Language Poetry Recitation Contest William Paterson University Wayne NJ	5/9/11	11	2	0
BHS	b) College Tour of Project Horizons Program County College of Morris Randolph NJ	3/25/11	10-12	2	0
BHS	c) Boys tennis training and matches Bethany Beach DE	3/31/11 (pm) to 4/3/11	10	1	0
BHS	d) Boys & Girls Spring Track Team competition University of Pennsylvania Philadelphia PA	04/28- 29/11	10	1	1

Action  
Resolution2. 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) Collins, Kay	Building Classrooms for the 21 <sup>st</sup> Century	\$ 64.26	4/16/11
BES	b) Craver, Marcella	Improving Memory & Achievement in the Classroom	\$239.00	4/7/11
BES	c) Dempsey, Gretchen	Activities to Connect to the new Common Core Standards	\$195.00	3/29/11
BMS	d) Dorfman, Olivia	Confratute – Univ. of Conn.	\$1,150.00	7/10- 15/11
BES	e) Fischer, Susan	Building a Professional Learning Community	\$125.00	3/10/11
BHS	f) Grund, John	Project Adventure Level 2 Recertification	\$ 172.08	4/27- 29/11
BHS	g) Janosko, Ashley	The PIKE Tour	\$ 138.20	3/28- 30/11
BMS	h) LaCotta, Katherine	Visual Projects for Enhancing Art Program	\$ 215.00	4/14/11
BES	i) Lagatic, Christa	Helping Emotionally Challenged Students	\$120.00	4/7/11
BHS	j) O'Brien, Janice	Romeo & Juliet: More than a Love Story?	\$ 170.00	3/18/11
BES	k) Pike, Emily	Confratute – Univ. of Conn.	\$1,360.40	7/10-

				15/11
Olcott	l) Shouffler, Jennifer	Building a Professional Learning Community	\$144.22	3/10/11
Olcott	m) Shouffler, Jennifer	NY Core Conference	\$130.00	3/26/11
BHS	n) Venezio, Maria	Romeo & Juliet: More than a Love Story?	\$135.00	3/18/11
BES	o) Windisch, Mary Clare	Building a Professional Learning Community	\$125.00	3/10/11

Action Resolution

3. Approve Calculation of Grade Point Average 2011-2012\*

Resolved, that the Somerset Hills Board of Education approve the following grade weighting change for calculation of Grade Point Average beginning in the 2011-2012 school year for the Bernards High School Class of 2015.

**Current** Chart for Weighting Grades at BHS

	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
AP	5.3	5.0	4.7	4.3	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	0
H	5.3	5.0	4.7	4.3	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	0
Others	4.3	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0

**Proposed** Chart for Weighting Grades at BHS starting with graduating Class of 2015

	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
AP	5.3	5.0	4.7	4.3	4.0	3.7	3.3	3.0	2.7	1.3	1.0	0.7	0
H	4.8	4.5	4.2	3.8	3.5	3.2	2.8	2.5	2.2	1.3	1.0	0.7	0
Others	4.3	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0

**XII. Facilities & Operations**

A. Committee Report & Discussion:

B. Action Items:

**XIII. Policy**

A. Committee Report & Discussion:

B. Action Items:

Action

1. First Reading and Adoption - Bylaw 0141.2 – Board Member and Term – Receiving District (Revised)

Resolution

Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Bylaw 0141.2 – Board Member and Term – Receiving District (Revised).

Action

2. First Reading and Adoption - Policy 1230 – Superintendent’s Duties (Revised)

Resolution

Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy 1230 – Superintendent’s Duties (Revised).

Action

3. First Reading and Adoption - Policy 2132 – School District Goals and Objectives (Revised)

Resolution

Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy 2132 – School District Goals and Objectives (Revised).

Action 4. First Reading and Adoption - Policy 6150 – Tuition Income (Revised)  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy 6150 – Tuition Income (Revised).

Action 5. First Reading – Policy 1522 – School – Level Planning (M) (Revised)  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy 1522 – School – Level Planning (M) (Revised).

Action 6. First Reading – Policy 2440 – Summer Session (New)  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy 2440 – Summer Session (New).

Action 7. First Reading – Policy 6220 – Budget Preparation (M) (Revised)  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy 6220 – Budget Preparation (M) (Revised).

Action 8. First Reading – Policy 6311 – Contracts for Goods or Services Funded by Federal Grants (New)  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy 6311 – Contracts for Goods or Services Funded by Federal Grants (New).

Action 9. First Reading – Policy 6820 – Financial Reports (M) (Revised)  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy 6820 – Financial Reports (M) (Revised).

#### **XIV. Personnel**

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action 1. Approval of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Mary Walker, part time (3.8 hrs/day) special education paraprofessional at Bedwell Elementary School, Step 1, at an annual salary of \$12,947 (prorated), effective March 1, 2011 through June 30, 2011. (Marchetta retirement)

Action 2. Approval of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Sharon Bass, part time (3.8 hrs/day) special education paraprofessional at Bernardsville Middle School, Step 1, at an annual salary of \$12,947 (prorated), effective March 1, 2011 through June 30, 2011. (Weller retirement)

Action 3. Approval of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Laura Pelos, part time (3.8 hrs/day) special education paraprofessional at

Bedwell Elementary School, Step 1, at an annual salary of \$12,947 (prorated), effective March 4, 2011 through June 30, 2011. (Marchetta retirement)

- Action 4. Approval of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Kimberly Johnson, part time (3.8 hrs/day) special education paraprofessional at Bedwell Elementary School, Step 1, at an annual salary of \$12,947 (prorated), effective March 7, 2011 through June 30, 2011. (New)
- Action 5. Approval of Long Term Substitute  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Molly Walsh, long term substitute at Bedwell Elementary School, Level BA, Step 1, at a per diem rate of \$259, effective April 25, 2011 through June 30, 2011. (Ziolkowski parenthood leave)
- Action 6. Accept Retirement\*  
Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Mara Hellman, special education teacher at Bernards High School, effective June 30, 2011, with thanks for 8 years of service to the district.
- Action 7. Amend Dates of Parenthood Leave  
Resolution Resolved, that the Somerset Hills Board of Education amend the dates of parenthood leave for Susan Daniw to March 14, 2011 through July 8, 2011.
- Action 8. Approval of Temporary Computer Technician\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Maxwell Pike, temporary computer technician, 35 hours per week, at an hourly rate of \$27.00, effective March 14, 2011 through June 30, 2011. (Daniw parenthood leave).
- Action 9. Approval of Girls on Track Coaches  
Resolution Resolved, that the Somerset Hills Board of Education approves the following staff members as Girls on Track program coaches at an hourly rate of \$58.24. Program will run from March 31 through June 7, 2 days per week. (funded by the Municipal Alliance Committee):  
Amanda Morawick  
Melissa Paparozzi
- Action 10. Rescind Co-Curricular Position  
Resolution Resolved, that the Somerset Hills Board of Education rescind the following co-curricular position:  
Middle School  
Lisa Drew                      Open Gym – Girls’ Spring
- Action 11. Approval of Athletic Positions\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following athletic positions for the 2010-2011 school year:

<u>High School</u>		<u>Stipend</u>
Kelly Clark	Tennis: Men's Assistant (JV)	\$ 4,563
Nick Hemans	Men's Lacrosse	Volunteer

- Action 12. Approval of Substitutes\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes:
- Teacher
- |                   |                 |
|-------------------|-----------------|
| Nancy Carle       | Sub Certificate |
| Michele Duskin    | CEAS            |
| Laura Pelos       | Sub Certificate |
| Jeffrey Wyszowski | Sub Certificate |
| Mary Walker       | Standard        |
| Molly Walsh       | CEAS            |
- Paraprofessional
- Sharon Bass  
 Laura Pelos  
 Mary Walker  
 Kimberly Johnson

**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.



**SOMERSET HILLS BOARD OF EDUCATION**  
**Estimated 2011/2012 Budget**  
**SUMMARY INFORMATION SHEET**

**BUDGET INFORMATION:**

<u>Budget Fund Type</u>	<u>Budget 2009-2010</u>	<u>Budget 2010-2011</u>	<u>Proposed Budget 2011-2012</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Current Expense	\$33,579,516	\$33,341,219	\$32,843,939	-\$497,281	-1.5%
Capital Outlay	\$459,250	\$475,000	\$465,466	-\$9,534	-2.0%
Total General Fund	\$34,038,766	\$33,816,219	\$33,309,405	-\$506,815	-1.5%
Special Revenue Fund (Grants)	\$845,207	\$845,207	\$845,207	\$0	0.0%
Debt Service Fund	\$3,417,234	\$3,418,475	\$3,426,160	\$7,685	0.2%
Total Expense Budget	<u>\$38,301,207</u>	<u>\$38,079,901</u>	<u>\$37,580,772</u>	-\$499,130	-1.3%

**REVENUE INFORMATION:**

<u>Revenue Fund Type</u>	<u>Budget 2009-2010</u>	<u>Budget 2010-2011</u>	<u>Proposed Budget 2011-2012</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>General Fund:</b>					
Budgeted Fund Balance	\$1,667,649	\$2,330,943	\$1,324,640	-\$1,006,303	-76.0%
Local Tax Levy	\$25,803,779	\$26,539,186	\$27,069,970	\$530,784	2.0%
Tuition	\$4,605,108	\$4,001,758	\$3,994,069	-\$7,689	-0.2%
Other	\$176,018	\$330,000	\$265,706	-\$64,294	-24.2%
Total Local Funds	\$32,252,554	\$33,201,887	\$32,654,385	-\$547,502	-1.7%
State Aid	\$1,786,212	\$614,332	\$655,020	\$40,688	6.2%
Total General Fund	\$34,038,766	\$33,816,219	\$33,309,405	-\$506,814	-1.5%
Special Revenue Fund (Grants)	\$845,207	\$845,207	\$845,207	\$0	0.0%
<b>Debt Service Fund:</b>					
Budgeted Fund Balance	\$0	\$18,399	\$54,347	\$35,948	66.1%
Local Tax Levy	\$3,329,300	\$3,323,846	\$3,294,658	-\$29,188	-0.9%
State Aid	\$87,934	\$76,230	\$77,155	\$925	1.2%
Total Debt Service Fund	\$3,417,234	\$3,418,475	\$3,426,160	\$7,685	0.2%
Total Revenue Budget	<u>\$38,301,207</u>	<u>\$38,079,901</u>	<u>\$37,580,772</u>	-\$499,129	-1.3%

**LOCAL TAX LEVY SUMMARY:**

	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>Dollar Change</u>	<u>Percent Change</u>
General Fund Tax Levy	\$25,803,779	\$26,539,186	\$27,069,970	\$530,784	2.0%
Debt Service Fund Tax Levy	\$3,329,300	\$3,323,846	\$3,294,658	-\$29,188	-0.9%
Total Local Tax Levy	<u>\$29,133,079</u>	<u>\$29,863,032</u>	<u>\$30,364,628</u>	\$501,596	1.7%



## **LOOKING AHEAD**

- **March 30, 2011  
or  
April 6, 2010**                      **Wednesday – 7:30 p.m.  
Public Hearing on Budget  
The Community Room at Bernards High School**
  
- **April 27, 2011**                      **Annual School Election**
  
- **May 4, 2011**                      **Wednesday – 7:30 p.m.  
Reorganization Meeting  
The Community Room at Bernards High School**
  
- **June 8, 2011**                      **Wednesday – 7:30 p.m.  
Public Input & Action Meeting  
The Community Room at Bernards High School**
  
- **June 29, 2011**                      **Wednesday – 7:30 p.m.  
Public Input & Action Meeting  
The Community Room at Bernards High School**