

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING AGENDA – SEPTEMBER 18, 2013**

**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

Coleen Butler

Thank You –

VII. Report of the Superintendent

1. Student/Staff Recognition

2. National Merit Semi-Finalist Recognition
3. Class of 2013 Graduation Report
4. 2013/2014 Enrollment Update
5. 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 August 28, 2013.

X. Finance

Action
Resolution

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

1. Payment of Bills*
WHEREAS, the Board Secretary has presented a check register dated September 2013 covering check numbers 29347 to 29452 in the amount of \$1,120,001.41 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	\$365,286.71
(20) Special Revenue Fund	\$1,185.70
(30) Capital Projects Fund	\$8,947.50
(40) Debt Service Fund	\$736,701.00
(60) Cafeteria Fund	\$7,880.50
TOTAL	\$1,120,001.41

Action
Resolution

2. Approve Parental Transportation Contract
Resolved, that the Somerset Hills Board of Education approve the following parental transportation contract for the 2013-2014 School Year.

Student ID#	Route #	Cost
1688172299	AF 2013-2014 Governor Livingston HS, NJ	\$ 11,923.40

Action 3. Approve Valic Roth 403 (b)
Resolution Resolved, that the Somerset Hills Board of Education approve participation in the Valic Roth 403 (b) effective September 18, 2103.

Action 4. Audit of Somerset County Educational Services Commission
Resolution Resolved, that the Somerset Hills Board of Education accept audit by the N.J.B.O.E. Office of Fiscal Accountability and Compliance of the Somerset County Educational Commission Chapter 192/193 Auxiliary Services to Nonpublic Students for the fiscal year ended June 30, 2011.

Be it further resolved that the audit findings were discussed and the Corrective Action Plan (attached) is approved.

Action 5. Revised Board Secretary Tax Request Authorization: Borough of Bernardsville
Resolution Resolved, that the amount of taxes hereby certified as \$20,802,498.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2013-2014 school year from the Borough of Bernardsville and, be it further Resolved, that the amount of taxes hereby certified as \$2,336,920.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2013-2014 school year from the Borough of Bernardsville, and, be it further Resolved, that the Borough of Bernardsville is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$1,695,968.00	\$198,696.00	\$1,894,664.00
August	\$1,695,968.00	\$198,696.00	\$1,894,664.00
September	\$1,752,328.00	\$192,767.00	\$1,945,095.00
October	\$1,752,328.00	\$192,767.00	\$1,945,095.00
November	\$1,752,328.00	\$192,767.00	\$1,945,095.00
December	\$1,752,329.00	\$192,767.00	\$1,945,096.00
January	\$1,733,541.50	\$194,743.00	\$1,928,284.50
February	\$1,733,541.50	\$194,743.00	\$1,928,284.50
March	\$1,733,541.50	\$194,743.00	\$1,928,284.50
April	\$1,733,541.50	\$194,743.00	\$1,928,284.50
May	\$1,733,541.50	\$194,743.00	\$1,928,284.50
June	\$1,733,541.50	\$194,745.00	\$1,928,286.50
Total	\$20,802,498.00	\$2,336,920.00	\$23,139,418.00

Action 6. Revised Board Secretary Tax Request Authorization: Borough of Far Hills
Resolution Resolved, that the amount of taxes hereby certified as \$1,627,596.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2013-2014 school year from the Borough of Far Hills and, be it further Resolved, that the amount of taxes hereby certified as \$182,842.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2013-2014 school year from the Borough of Far Hills , and, be it further

Resolved, that the Borough of Far Hills is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$136,764.00	\$16,023.00	\$152,787.00
August	\$136,764.00	\$16,023.00	\$152,787.00
September	\$135,068.00	\$14,844.00	\$149,912.00
October	\$135,068.00	\$14,844.00	\$149,912.00
November	\$135,068.00	\$14,844.00	\$149,912.00
December	\$135,066.00	\$14,843.00	\$149,909.00
January	\$135,633.00	\$15,237.00	\$150,870.00
February	\$135,633.00	\$15,237.00	\$150,870.00
March	\$135,633.00	\$15,237.00	\$150,870.00
April	\$135,633.00	\$15,237.00	\$150,870.00
May	\$135,633.00	\$15,237.00	\$150,870.00
June	\$135,633.00	\$15,236.00	\$150,869.00
Total	\$1,627,596.00	\$182,842.00	\$1,810,438.00

Action
Resolution

7. Revised Board Secretary Tax Request Authorization: Borough of Peapack-Gladstone
Resolved, that the amount of taxes hereby certified as \$5,733,502.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2013-2014 school year from the Borough of Peapack/Gladstone and, be it further
Resolved, that the amount of taxes hereby certified as \$644,093.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2013-2014 school years from the Borough of Peapack/Gladstone, and, be it further
Resolved, that the Borough of Peapack/Gladstone is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$468,215.00	\$54,855.00	\$523,070.00
August	\$468,215.00	\$54,855.00	\$523,070.00
September	\$482,580.00	\$53,084.00	\$535,664.00
October	\$482,580.00	\$53,084.00	\$535,664.00
November	\$482,580.00	\$53,084.00	\$535,664.00
December	\$482,581.00	\$53,084.00	\$535,665.00
January	\$477,792.00	\$53,675.00	\$531,467.00
February	\$477,792.00	\$53,675.00	\$531,467.00
March	\$477,792.00	\$53,675.00	\$531,467.00
April	\$477,792.00	\$53,675.00	\$531,467.00
May	\$477,792.00	\$53,675.00	\$531,467.00
June	\$477,791.00	\$53,672.00	\$531,463.00
Total	\$5,733,502.00	\$644,093.00	\$6,377,595.00

Action

8. Approve Fund Raisers

Resolution Resolved, that the Somerset Hills Board of Education approve the following 2013/2014 fundraisers:

School	Organization	Date
BHS	a) Field Hockey-Booster Club Claremont Tavern Burgers-Team Parents only	Oct. 2
BES	b) Bedwell HSA –Annual Walk-a-thon	Oct. 16
BES	c) Bedwell HSA – iPad raffle	Nov. 11 - 26
BHS	d) BHS Varsity Fencing – Parents Fencing Clinic & Dinner	Nov. 16
BES	e) Bedwell HSA – Annual Book Fair	Dec. 9-11
BES	f) Bedwell HSA – Mother-Son Bowling	Jan 26, 2014
BES	g) Bedwell HAS – Ladies Night Out	April 24, 2014
BES	h) Bedwell HSA – Annual Replay event-used sporting goods	April 5, 2014
BES	j) Bedwell HSA – Ladies Night Out	April 24, 2014
BES	i) Bedwell HSA – Annual Plant Sale	May 9, 2014

Action 9. Change of Policy Period

Resolution Resolved, that the Somerset Hills Board of Education approve a change in its group medical and prescription drug policy year from July 1st to January 1st effective January 1, 2014 with no change to benefits, rates or other policy terms and conditions.

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(s)	# of Students	# of Faculty	# of Chaperones
BHS	a) Theatre Arts & Acting Troupe Drama Competition (NJDFL) Dumont H.S. Dumont, NJ Dumont, NJ	10/26/13	30	2	1
BHS	b) Theatre Arts & Acting Troupe Broadway Production Manhattan	11/20/13	30	2	0
BHS	c) Theatre Arts & Acting Troupe Drama Competition (NJDFL) Dumont H.S. Dumont, NJ	1/11/14	30	2	1
BHS	d) Theatre Arts & Acting	2/22/14	30	2	0

	Troupe NJDFL Finals Raritan H.S. Raritan NJ				
BHS	e) Fall Yearbook Conference Morristown Beard H.S. Morristown NJ	10/15/13	3	2	0
BHS	f) Concert & Choir; Madrigals "Choralpalooza" Choral Festival Ridge HS, Basking Ridge	10/30/2013	80	2	4
BHS	g) Madrigals Sing for students Matheny School Peapack, NJ	27	1	1	0
BHS	h) Madrigals Christmas Caroling Bernardsville Public Library Bernardsville NJ	27	1	1	0
BED	i) MD Class Community Based Instruction Bernardsville Library	10/21/13 11/11/13	2	3	0
BED	j) MD Class Community Based Instruction Bernardsville Post Office	10/10/13 11/15/13 12/9/13	2	3	0
BED	k) MD Class Community Based Instruction Shoprite, Bernardsville	10/17/13 12/2/13	2	3	
BHS	l) AP Environmental Science Classes Rutgers & Duke Farms New Brunswick, NJ Environmental studies	10/17/13	45	3	0
BHS	m) AP Environmental Science Classes Environmental Ed Center Basking Ridge, NJ Environmental Studies	10/1/13 10/2/13	100	1	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
BES	a) Brooten, Darcey	Teacher Effectiveness and TCRWP	\$104.00	10/16/13
BHS	b) Dooley, Megan	Section 504, the ADA & the IDEA: What's New	\$75	10/9/13
BHS	c) Neigel, Scott	Master Schedule Building Workshop	\$555.80	1/ 14-15 /2014
BHS	d) Neigel, Scott	NASSP Conference	\$1605.80	2/ 4-7 /2014
BMS	e) Porter, Shane	Developing SGO for All Content Areas	\$149.00	9/25/13
Olcott	f) Dr. Wood	New Jersey School Boards Convention	\$773.00	10/21-22-23-24/13
Olcott	g) Nancy Lee Hunter	New Jersey School Boards Convention	\$773.00	10/21-22-23-24/13
Olcott	h) Amy Phelan	New Jersey School Boards Convention	\$541.00	10/22-23/13
Olcott	i) Mariel O'Brien	New Jersey School Boards Convention	\$541.00	10/21-22/13
Olcott	j) Karen Detrolio	New Jersey School Boards Convention	\$541.00	10/21-22/13
Olcott	k) Jianna Spadaccini	New Jersey School Boards Convention	\$349.00	10/21/13
Olcott	l) Deb Rokosky	New Jersey School Boards Convention	\$349.00	10/21/13
Olcott	m) Robert Baker	New Jersey School Boards Convention	\$773.00	10/21-22-23/13
Olcott	n) Linda Kragie	New Jersey School Boards Convention	\$773.00	10/21-22-23/13
Olcott	o) Donna Coons	New Jersey School Boards Convention	\$75.00	10/22-23/13

Action Resolution

3. HIB Report
Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on September 18, 2013 and upheld the findings and/or consequences recommended by the superintendent.

Action Resolution

4. Approve Open Swim
Resolved, that the Somerset Hills Board of Education approve students to participate in Open Swim Time at the Hunterdon Wellness Center in White House, NJ on the dates listed below:

Dates		Students
September 20, 2013	1:30 pm – 2:00 pm time slot	Various students
October 18, 2013	1:30 pm – 2:00 pm time slot	Various students

November 15, 2013	1:30 pm – 2:00 pm time slot	Various students
December 13, 2013	1:30 pm – 2:00 pm time slot	Various students
January 17, 2014	1:30 pm – 2:00 pm time slot	Various students
February 21, 2014	1:30 pm – 2:00 pm time slot	Various students
March 21, 2014	1:30 pm – 2:00 pm time slot	Various students
April 11, 2014	1:30 pm – 2:00 pm time slot	Various students
May 16, 2014	1:30 pm – 2:00 pm time slot	Various students
June 13, 2014	1:30 pm – 2:00 pm time slot	Various students

XII. Facilities & Operations

A. Committee Report & Discussion:

B. Action Items:

XIII. Policy

A. Committee Report & Discussion:

B. Action Items:

Action 1. Approve Second Reading and Adoption Policy 6163 – Advertising on School Property (New)

Resolution Resolved, that the Somerset Hills Board of Education approve second reading and adoption of Policy 6163 - Advertising on School Property (New).

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 approve the resignation of Rosanne Vitiello, part time special education paraprofessional effective September 6, 2013.

Action 2. Approve Appointment of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Jenifer Behrins, full time special education paraprofessional, Step 1B, at an hourly rate of \$14.91, effective September 4, 2013. (O'Brien)

Action 3. Approve Appointment of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Amanda DiDonato, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week), effective September 4, 2013. (Arnold)

Action 4. Approve Appointment of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Joanne Russak, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week), effective September 4, 2013. (Arnold)

Action 5. Approve Appointment of Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Tracey Tlack, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week), effective September 6, 2013. (Murphy)

Action 6. Approve Parenthood Leave
Resolution Resolved, that the Somerset Hills Board of Education approve parenthood leave for Erika Procacci, special education teacher at Bernardsville Middle School from January 21, 2014 through June 30, 2014 and from September 1, 2014 through last day of second marking period (date to be determined) January 2015.

Action 7. Rescind Paraprofessional Appointment
Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of Ariel Gilbert, part time special education paraprofessional for the 2013-2014 school year.

Action 8. Rescind Co-Curricular Appointment
Resolution Resolved, that the Somerset Hills Board of Education rescind the following co-curricular appointment at Bernardsville Middle School for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>
Gilly, Zoltan	Open Gym: Boys Fall

Action 9. Amend Long Term Substitute Assignment
Resolution Resolved, that the Somerset Hills Board of Education amend the long term substitute assignment end date for Patricia Leuthard, Latin long term substitute at Bernards High School from October 7, 2013 to September 18, 2013.

Action 10. Amend Salary
Resolution Resolved, that the Somerset Hills Board of Education amend the salary for Reginald Hampton, full time special education paraprofessional from \$20,874 to \$19,309.

Action 11. Amend Salary
Resolution Resolved, that the Somerset Hills Board of Education amend the salary for Athena Helriegel, full time special education paraprofessional from \$20,874 to \$19,309.

Action 12. Approve After School Duty Overload
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members for an after school duty overload at Bernardsville Middle School, 15 minutes per day, Tuesday through Friday as assigned, at their hourly per diem rates, effective September 17, 2013 for the 2013-2014 school year:

Name	Position
Calabrese, Eric	Media Center
Fitzgerald, Marianne	Detention
McInaw, Megan	Media Center

Action
Resolution13. Approve AM/PM Duty

Resolved, that the Somerset Hills Board of Education approve AM/PM duty for the following teachers at Bernardsville Middle School at a per diem rate of \$30 for the 2013-2014 school year:

Name	Position
Cicchino, James	PM Duty
DeAngelo, Stephanie	AM Duty
Georgiana, Michael	PM Duty
Jandoli, Denise	AM Duty
Latzke, Brian	AM Duty

Action
Resolution14. Approve Co-Curricular Positions

Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Stipend</u>
a) Boylan, Kristen	Peer Leadership	BMS	\$2,578
b) Cicchino, James	Open Gym: Boys	BMS	\$ 574
c) Espineira, Joseph	Activities Technician	BHS	\$4,277
d) Lafargue, Elizabeth	Drama: Fall Assistant	BHS	\$1,701

Action
Resolution15. Approve Athletic Position

Resolved, that the Somerset Hills Board of Education approve the following athletic position at Bernards High School for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Lawson, Thomas	Swimming Assistant Coach: Winter	\$4,631

Action
Resolution16. Approve Mentor

Resolved, that the Somerset Hills Board of Education approve the following staff member as mentor for novice teacher for the 2013-2014 school year:

Mentor	Novice	Duration	Stipend
a) Porter, Shane	Dokus, Samuel	20 weeks	\$550 (prorated)

Action
Resolution17. Approve Appointment of Substitutes

Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2013-2014 school year:

Name	Substitute	Certificate
Floegel, Carol	Teacher/Paraprofessional	Substitute Credential
Matarante, Kim	Teacher/Paraprofessional	Substitute Credential
Rego, Alyssa	Teacher/Paraprofessional	CEAS
Russak, Joanne	Teacher/Paraprofessional	CE
Sharp, Lynn	Principal	Standard
Thomas, Daniel	Teacher/Paraprofessional	Standard
Tlack, Tracey	Teacher/Paraprofessional	CEAS
Uduaghan, Edith	Teacher	Substitute Credential

- XV. **Community Relations**
- XVI. **Supplementary Matters**
- XVII. **Public Questions & Comments**
- XVIII. **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.