

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING AGENDA – SEPTEMBER 19, 2012**

**EXECUTIVE SESSION – 5:00 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. 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. Student/Staff Recognition
2. Back to School Nights

3. Enrollment Chart

6/20/12 Enrollment		9/12/12 Enrollment		Difference	
P	17	P	19	P	2
K	140	K	120	K	-20
1	112	1	139	1	27
2	118	2	111	2	-7
3	162	3	118	3	-44
4	150	4	161	4	11
Bedwell	699	Bedwell	668	Bedwell	-31
5	150	5	151	5	1
6	139	6	147	6	8
7	138	7	136	7	-2
8	144	8	138	8	-6
BMS	571	BMS	572	BMS	1
9	212	9	209	9	-3
10	176	10	216	10	40
11	197	11	182	11	-15
12	204	12	203	12	-1
BHS	789	BHS	810	BHS	21
Total	2059	Total	2050	Total	-9

4. Post Graduate Report
5. Week of Respect October 1-5, 2012
6. QSAC Update

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 MinutesAction
Resolution1. Approval of Minutes*

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for August 22, 2012.

Action 2. Approval of Minutes*
Resolution Resolved, that the Somerset Hills Board of Education approve the Board Retreat and Executive meeting minutes of August 30, 2012.

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 July showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$4,187,407.24	\$4,187,407.24
(20) Special Revenue Fund	\$165,407.16	\$165,407.16
(30) Capital Projects Fund	\$113,174.15	\$113,174.15
(40)Debt Service Fund	\$283,858.29	\$283,858.29
Total Government Funds	\$4,749,846.84	\$4,749,846.84

(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 2011-2012 Budget Transfers*
Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for July 2012.

Action 3. Payment of Bills*
Resolution WHEREAS, the Board Secretary has presented a check register dated July 2012 covering check numbers 26601 to 26605 in the amount of \$27,280.26 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	\$16,355.00
(20) Special Revenue Fund	\$925.26
(30) Capital Projects Fund	\$10,000.00
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$27,280.26

WHEREAS, the Board Secretary has presented a check register dated August 2012 covering check numbers 26606 to 26773 in the amount of \$1,941,661.40 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	\$1,173,923.77
(20) Special Revenue Fund	\$19,510.90
(30) Capital Projects Fund	\$19,060.88
(40) Debt Service Fund	\$722,694.25
(60) Cafeteria Fund	\$6,471.60
TOTAL	\$1,941,661.40

Action
Resolution

4. Approve Out of District Placement*

Resolved, that the Somerset Hills Board of Education approve the out of district placement of student CW to Ewing High School, Ewing NJ at a cost of \$12,461 for the 2012/2013 school year.

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
BES	a) Old Barracks Museum & N.J. State House Trenton, NJ 4 th Grade	10/15/12 10/19/12	157	11	25
BES	b) Riamede Farm Chester, NJ SHSD/Bedminster MD Class	10/17/12	7	8	Nurse
BES	c) Strike 'n Spare Lanes Greenbrook NJ SHSD/Bedminster MD Class	11/29/12	8	6	Nurse

BHS	d) FDU – Regional Program Florham Park, NJ Special Ed Students	10/24/12	10	1-2	0
BHS	e) Liberty Science Center Jersey City, NJ Anatomy & Physiology Classes	40	3	43	0
BHS	f) Geraldine Dodge Poetry Festival Student Day NJPAC Newark NJ Selected/Interested Students	10/12/12	18	3	0

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
BES	a) Colicchio, Andrea	New Jersey Annual Autism Conference	\$250.00	10/12/12
BES	b) McCarron, James	Art Educators of New Jersey Annual Conference	\$170.00	10/1-10/2/12
BHS	c) Dooley, Meghan	The New Section 504	\$50.00	9/20/12
Olcott	d) Baker, Robert	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	e) Hunter, Nancy	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	f) Kragie, Linda	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	g) Miller, Peter	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	h) Walls, Barbara	American Association of School Personnel Administration Annual Conference	\$2,403.72	10/30-11/3/12
Olcott	i) Walls, Barbara	Contract Administrators, Seniority, RIF and Tenure	\$120.00	02/08/13
Olcott	j) Walls, Barbara	EE4NJ What Does the Future Hold	\$120.00	11/16/12
Olcott	k) Young, Charles	NJ School Board Conference	Est. cost \$446.00	10/23-25/12

XII.

Facilities & Operations

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution

1. Approval of Canine Therapy Dog*
Resolved, that the Somerset Hills Board of Education approve the following individual and dog to provide Canine Therapy for all schools in the Somerset Hills School District for the 2012-2013 school year:

Student ID#	Provider	Location
All students	Barbara Baker (owner) & Ariel (dog)	Bernardsville, NJ

XIII. Policy

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

Action
Resolution

1. Approve Second Reading Policy #2363 Pupil Use of Privately Owned Technology – New
Resolved, that the Somerset Hills Board of Education approve the second reading of Policy #2363 Pupil Use of Privately Owned Technology – New.

Action
Resolution

2. Approve Second Reading Policy #3282 Use of Social Networking Sites – New
Resolved, that the Somerset Hills Board of Education approve the second reading of Policy #3282 Use of Social Networking Sites – New.

Action
Resolution

3. Approve Second Reading Policy #4282 Use of Social Networking Sites-New
Resolved, that the Somerset Hills Board of Education approve the second reading of Policy #4282 Use of Social Networking Sites-New.

XIV. Personnel

- A. Committee Report & Discussion:
B. Action Items:
All personnel action is on the recommendation of the Superintendent.

Action
Resolution

1. Approve Appointment of Bus Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Sandra Bradley, part time bus paraprofessional, at an hourly rate of \$18.00 (not to exceed 25 hours per week) effective September 5, 2012. (Vail)

Action
Resolution

2. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Lauren Settembrino, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 5.25 hours per week) effective September 5, 2012. (new)

Action
Resolution

3. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Cristina Terraglia, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective September 5, 2012. (Anelli)

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- Action Resolution 4. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Ingris Bedoya, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective September 5, 2012. (K. Grant)
- Action Resolution 5. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Tabitha Gansler, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective September 10, 2012. (Khurdan)
- Action Resolution 6. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Dianne Schaeffer, part time special education paraprofessional, (not to exceed 25 hours per week), Step 1B, at an hourly rate of \$14.91 effective September 5, 2012. (Cummings)
- Action Resolution 7. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Nicole Malson, part time special education paraprofessional at Bedminster School (out of district placement), Step 1B, at an hourly rate of \$14.91 effective September 5, 2012. (Vona)
- Action Resolution 8. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Erika Werner, full time special education paraprofessional, Step 1B, at an hourly rate of \$14.91, effective September 5, 2012. (Murphy)
- Action Resolution 9. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Athena Helriegel, full time special education paraprofessional, Step 1B, at an hourly rate of \$14.91, effective September 5, 2012. (Huschke)
- Action Resolution 10. Approve Appointment of Regular Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Rebecca McMichael, regular paraprofessional, Step 1B, at an hourly rate of \$14.23 (not to exceed 10 hours per week) effective September 5, 2012. (Mahlik)
- Action Resolution 11. Accept Resignation
Resolved, that the Somerset Hills Board of Education accept the resignation of Marc Maratea, part time special education paraprofessional effective August 30, 2012.
- Action Resolution 12. Accept Resignation
Resolved, that the Somerset Hills Board of Education accept the resignation of Brian Rennalls, part time special education paraprofessional effective September 12, 2012.

- Action Resolution 13. Accept Resignation
Resolved, that the Somerset Hills Board of Education accept the resignation of Karen Jackson, Bernardsville Middle School math teacher effective November 2, 2012.
- Action Resolution 14. Accept Retirement*
Resolved, that the Somerset Hills Board of Education accept the retirement of Marilyn Foote, Bernards High School secretary, effective November 1, 2012, with thanks for 31 years of service to the district.
- Action Resolution 15. Rescind Appointment
Resolved, that the Somerset Hills Board of Education rescind the appointment of Kaitlyn Vona, part time special education paraprofessional.
- Action Resolution 16. Rescind Appointment
Resolved, that the Somerset Hills Board of Education rescind the appointment of Diane Wanko, full time special education paraprofessional.
- Action Resolution 17. Rescind Appointment
Resolved, that the Somerset Hills Board of Education rescind the appointment of Ingris Bedoya, part time special education paraprofessional effective September 7, 2012.
- Action Resolution 18. Rescind Appointment
Resolved, that the Somerset Hills Board of Education rescind the appointment of Ilona Coheleach as a bus paraprofessional.
- Action Resolution 19. Approve Co-Curricular Positions
Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2012-2013 school year:
- | <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|--------------------|------------------------------------|----------------|
| Spadaccini, Jianna | Student Activities Coordinator 50% | \$974 |
| Spangler, Franklin | Robotics | \$2,671 |
| Weltler, Todd | Drama Fall Set Construction | \$1,500 |
| Weltler, Todd | Musical Spring Set Construction | \$1,500 |
- Action Resolution 20. Approve Bus Duty
Resolved, that the Somerset Hills Board of Education approve Shane Porter for bus duty at Bernardsville Middle School effective September 24, 2012 at a per diem rate of \$29, for the 2012-2013 school year.
- Action Resolution 21. Approve Appointment of Writing Lab Proctors
Resolved, that the Somerset Hills Board of Education approve Melissa Sorge and Patricia McMillan as proctors for the middle school writing lab, 1 day per week each, at an hourly rate of \$58.24, effective October 1, 2012 through May 30, 2013.

Action 22. Approve Administrative Internship Study*

Resolution Resolved, that the Somerset Hills Board of Education approves the following administrative internship and field study:

Name	College	School	Dates
Fox, Lindsay	Montclair University	BHS	2012-2013 school year

Action 23. Approve Appointment of Substitutes*

Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2012-2013 school year:

Name	Substitute Position	Certificate
a) Armise, Luizette	Teacher/Paraprofessional	Certificate of Eligibility
b) Black, Raphael	Custodian	n/a
c) Callahan, Kathleen	Teacher/Paraprofessional/Secretary	Standard
d) Constantinou, Jacqueline	Teacher/Paraprofessional	Substitute Credential
e) Fetzer, Jean	Bus Driver	Commercial Driver License
f) Gansler, Tabitha	Teacher/ Paraprofessional	CEAS
g) Krumbiegel, Clarissa	Paraprofessional	Substitute Credential
h) Mutillo, Paul	Technology	n/a
i) Pike, Max	Technology	n/a
j) Pooler, Gregory	Teacher	Substitute Credential
k) Rokicki, Bolko	Technology	n/a
l) Roman, Beverly	Teacher/Paraprofessional	Standard
m) Schaefer, Dianne	Teacher/ Paraprofessional	Substitute Credential
i) Settembrino, Lauren	Teacher/Paraprofessional	Standard
j) Terraglia, Cristina	Teacher/Paraprofessional	CEAS
k) Valatkavage, Debora	Teacher/Paraprofessional/Secretary	Substitute Credential

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.