

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – DECEMBER 9, 2015**

Call to Order

The meeting was called to order at 6:50 p.m. by Mrs. Coon, President.

Roll Call

Present	Absent	Also Present
Mr. Baker	Ms. Sooy	Frances Wood
Mrs. Coons		Jennifer Shouffler
Mr. DiGiacchino		Nancy Lee Hunter
Ms. Goetz		
Mrs. Hawkins		
Mrs. Palazzolo		
Mr. Palma		
Mrs. Petrilli		

Executive Session

At 6:55 p.m., Mr. Palma:

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.

Mr. DiGiacchino seconded the motion. Mrs. Coons reported that the board discussed legal and personnel matters.

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.

Pledge of Allegiance**Correspondence**

1. Thank You note from Kathy LaCotta

Report of the Superintendent

1. Academic Report - Presentation of PARCC Scores
Jennifer Shouffler and Grant Kolmer gave a presentation on the PARCC scores for 2014/2015 and responded to questions from the Board and public.
2. Donation from Gail Blake Foundation - Dennis Blake
Mr. Blake was in attendance to present a check for \$25,000 from the Gail Blake Foundation to the Somerset Hills Board of Education. The Board expressed their gratitude to Mr. Blake and the Foundation.
3. The Board acknowledged Deborah Hawkins for her 12 years of service and Mrs. Coons read the following:

Deborah has a long history of volunteering in our district beginning in the Bedwell school continuing on into the middle school and finally service on our board of education. Deborah has been a board member for over 12 years. Her focus, history, dedication and unwavering commitment to our district far exceed the call of a volunteer.

Deborah has been on the board while many difficult decisions had been made and she always managed to maintain grace and strength. Deb has always balanced truth, facts and compassion without getting involved in hysteria or causing it.

Very few board members know the history of the district and the board as well as Deb. Deb is a well-respected member of the community and it is an honor she earned and deserves.

There are very few people who during controversial issues can still maintain friendships and respect of both those that support the issue and those opposed to the situation. Deb will be sorely missed by this board, and will have a significant effect on future boards as well.

It is this board that gave me the opportunity to know Deb on a more personal level as well, and I am grateful for that blessing.

Public Questions & Comments

1. Jennifer Sciarra asked a questions regarding format of the Agenda. The Board responded that Robert's Rules of Order is followed to set up the agenda.

Approval of Minutes*

Action 1. Approval of Minutes
Resolution Mr. Palma moved, seconded by Mrs. Hawkins that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for November 18, 2015. Resolution was approved by a roll call vote 7-0-1. Mrs. Petrilli abstained.

Action 2. Approval of Minutes
Resolution Mr. Palma moved, seconded by Mrs. Hawkins that the Somerset Hills Board of Education approve the Special Meeting and Executive meeting minutes for November 20, 2015. Resolution was approved by a roll call vote of 8-0.

Finance**Committee Report**

No report.

Action Items

Mr. Baker moved Finance resolutions #1-8, seconded by Mr. Palma. Finance resolutions #1-8 was approved by a roll call vote of 8-0.

**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 November 2015 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash* Balance (2)
(10) General Fund	\$5,989,760.11	\$5,989,760.11
(20) Special Revenue Fund	\$117,656.58	\$117,656.58
(30) Capital Projects Fund	(\$183,842.65)	(\$183,842.65)
(40)Debt Service Fund	\$177,194.00	\$177,194.00
Total Government Funds	\$6,100,768.09	\$6,100,768.09

(1) From Secretary's Report

(2) Treasurer's Report to be distributed at Board meeting.

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 over expended 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. Approve 2015-2016 Budget Transfers***

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for November, 2015.

**Action
Resolution****3. Payment of Bills***

WHEREAS, the Board Secretary has presented a check register covering check numbers 35409 to 35414 in the amount of \$2,410,839.76 with the recommendation that the checks 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	\$2,404,306.26
(20) Special Revenue Fund	\$6,533.50
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-

(60) Cafeteria Fund	-0-
TOTAL	\$2,410,839.76

WHEREAS, the Board Secretary has presented a check register covering check numbers 35415 to 35519 in the amount of \$356,554.14 with the recommendation that the checks 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	\$326,847.13
(20) Special Revenue Fund	\$29,163.51
(30) Capital Projects Fund	0
(40) Debt Service Fund	0
(60) Cafeteria Fund	\$543.50
TOTAL	\$356,554.14

Action
Resolution

4. Approve Sale of Bonds

Resolved that the Somerset Hills Board of Education approve the **attached** resolution for the sale of \$5,829,000 aggregate principal amount of school bonds, Series 2016.

Action
Resolution

5. Approve Contracted Services

Resolved, that the Somerset Hills Board of Education approve following facility/individual to conduct contracted services for the 2015-2016 school year and ESY program:

Provider	Service	Location
a) Dr. Elliot Gursky	Psychiatric Evaluations	92 Nassau Street, Princeton, NJ 08542

Action
Resolution

6. Approval of Parent Organization Fund Raiser

Resolved, that the Somerset Hills Board of Education approve the following parent organization fund raiser for the 2015-2016 school year:

Organization	School	Event	Date
Laxbackers	BHS	Gala Night of Music & Food St. Elizabeth Church Parish Hall	1/9/16

Action
Resolution

7. Accept Donation

Resolved, that the Somerset Hills Board of Education accept a donation in the amount of \$25,000 from the Gail Blake Foundation, with gratitude.

Action
Resolution

8. Approve Professional Services Contract

Resolved, that the Somerset Hills Board of Education approve a Professional Services Contract for Barbara Hadzima to provide services at Bernardsville Middle School at \$425.00 per diem for the period December 1, 2015 - until the end of the assignment, date TBD.

Curriculum**Committee Report**

Mrs. Palazzolo reported that the committee met on December 1, 2015.

Action Items

Mrs. Palazzolo moved Curriculum resolutions #1-3, seconded by Mr. Palma. Curriculum resolutions #1-3 were approved by a roll call vote of 8-0.

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
a) BES	First Grade-Liberty State Park Nature Center	May 19 & 20	109	10	18
b) BHS	Madrigals-Town Celebration-Mt. Airy Rd.	Nov. 28	20	1	1
c) BHS	MD Program- "5 Below" Rockaway Mall	Dec. 15	9	8	0
d) BHS	Comp World Religions - Sri Venkateswara Temple - Bridgewater	Dec. 16-2 hrs	21	2	0
e) BHS	Marching Band, Jazz Ens. Orchestra, Madrigals to BMS and Bedminster-Music Outreach	Dec. 21	84	3	3
f) BMS	8th Gr Science Classes - 7 locations along Mine Brook (2 trips per day)	May 2,3,4,5 (Raindates May 9-16)	22/ trip	2-3/trip	0
g) BMS	Gr 5-Waterloo Village	May 12	116	9	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
a) BES	Anthony, Lydia	Observe music teacher at Liberty Corner School in Basking Ridge	0	Dec. 14
b) BES	Panik, Meredith	Writing Legally Compliant IEPs Manville	\$35.30	Jan. 21 AM
c) BES	Roll, Jill	Time-saving Strategies to Integrate Your OT interventions into	\$4.22	Jan. 7

		classroom-New Brunswick		
d) BHS	Dooley, Megan	Tour Columbia and Barnard campuses	0	Dec. 18
e) BHS/ BMS	Falk, Lisa	Access 2.0 - William Patterson University	\$65.00	Jan. 23
f) BHS	Garay, Janet	ACCESS 2.0 - William Patterson University	\$65.00	Jan. 23
g) BHS	Koch, Kevin	IEEE Robotics Competition- Neptune NJ	\$47.82	Jan. 2
h) BHS	Neigel, Scott	Formation Assessment- Forsgate CC, Monroe Township	0	Dec. 7
i) BHS	Trumpy, Fred	NJ Music Ed Conference- New Brunswick	\$165.00	Feb. 18-19
j) BMS	Porter, Shane	Tiered Assessment Open House (Best Practices, Schools to Watch)- Mendham	0	Dec.8
k) BMS	Fitzgerald, Marianne	Next Generation Science Standards- N. Hunterdon HS	0	Dec. 17
l) BMS	Ryan, Suzanne	Barnabas Health Institute-"Self Harm and Suicide"- W.Orange	\$85.85	Jan. 15
m) BMS	Sands, Stephen	American Choral Director Association Conference - Boston	\$640.00	Feb. 10-11
n) District	Ayers, Karen	Writing Legally Compliant IEPs- Manville	\$30.00	Jan. 21 AM
o) District	Esposito, Randy	PowerSchool Users Group Rahway, NJ -- All AM meetings	\$149.94	11/18, 12/16, 1/13, 2/10, 3/16, 4/20, 5/25

p) District	Esposito, Randy	PowerSchool NJ Conference - AC	\$680.00	Mar 14-16
q) District	Kolmer, Grant	Lesson Study at Madison School District	0	Dec. 9-AM
r) District	Kolmer, Grant	Northern NJ Math Supv. Mtg- Millburn	0	Dec. 11-PM
s) BES	Freda, Michele	Increase Student Learning with Ipads for Pre-K students, W. Orange	\$253.32	Jan. 19

Action Resolution 3. Approve Grade 5 Math Enrichment
Resolved, that the Somerset Hills Board of Education approve the following new Grade 5 Math Enrichment club at Bernardsville Middle School. The stipend is \$43 per hour.

Facilities & Operations

Committee Report

No report.

Action Items

Mr. Palma moved Facilities & Operations resolution #1, seconded by Mr. DiGiacchino. Facilities & Operations resolution #1 was approved by a roll call vote of 8-0.

Action Resolved 1. Approve Architectural Fees for Referendum Projects
Resolved, that the Somerset Hills Board of Education approve the fees for Parette Somjen Architects for the following projects and amounts:

Bedwell Bathrooms	\$46,000
Bernardsville Middle School Walkway	\$15,000
Bernards High New Library	\$161,650
Bernards High Special Education Classrooms/bathrooms	\$103,350
Bernards High Parking and Ramp	\$151,697

Policy

Committee Report

No report.

Action Items

Mrs. Coons moved Policy resolution #1, seconded by Mr. Palma. Policy resolutions #1 was approved by a roll call vote of 8-0.

Action Resolution 1. Second Reading and Adoption
Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of the following policies and regulations: (attachment)

Policy #	Title
a) P 7510	Use of School Facilities
b) R 7510	Use of School Facilities
c) R 7511	Use of Athletic Fields
d) P 8600	Transportation
e) R 8600	Transportation

PersonnelCommittee Report

No report.

Action Items

Mrs. Hawkins moved Personnel resolutions #1-11, seconded by Mr. Palma. Personnel resolutions #1-11 were approved by a roll call vote of 8-0.

Mrs. Hawkins and Mrs. Hunter thanked Mrs. Zonfrillo for her 25+ years of dedicated service to the school district.

All personnel action is on the recommendation of the Superintendent.

Action 1. Accept Retirement

Resolution Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of the following employee with many thanks for her 25 years of service:

Name	School	Position	Years of Service	Effective
Zonfrillo, Mary Joyce	Olcott	Assistant Board Secretary	25	1/31/16

Action 2. Accept Resignation

Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of the following employees:

Name	School	Position	Effective
Laraway, Rachel	BES	Special Education Paraprofessional	12/4/15

Action 3. Approve Co-Curricular Position

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular position funded by the Municipal Alliance Grants for the 2015-2016 school year.

Co-Curricular Position	School	Stipend
After-school Math Lab	BMS	Club Rate: \$43/hour

Action 4. Approve Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2015-2016 school year:

Name	School	Position	Stipend
a) LaChac, Luke	BMS	Writing Lab	\$43/hour
b) Jacobs, Heather	BMS	Writing Lab	\$43/hour
c) Habermas, Christopher	BMS	Peer Tutoring	\$43/hour
d) Liberatore, Samantha	BMS	Girls on Move/Too Smart to Start	\$43/hour
e) O'Halloran, Anne	BMS	Math Lab/Funded by the Municipal Alliance	\$43/hour
f) Barfuss, Cory	BHS	Boys Basketball	Volunteer
g) Koch, Kevin	BHS	Wrestling	Volunteer

Action 5. Approve Home Instructor

Resolution Resolved, that the Somerset Hills Board of Education approve the following home instructor for the 2015-2016 school year:

Name	Subject
Doumas, Paula	Elementary K-5 & Spanish

Action 6. Approve Student Teachers

Resolution Resolved, that the Somerset Hills Board of Education approve the following student teachers for the 2015-2016 school year:

Intern	School	Subject	Mentor	Date
a) Barrett, Thomas	BMS	Health & Exercise Science	Timothy Palek	March - May 2016
b) Fry, Laurence	BHS	English - Secondary Education	Heather Hunkele	January - May 2016

Action 7. Amend Student Teaching

Resolution Resolved, that the Somerset Hills Board of Education amend the following student teaching assignment for the 2015-2016 school year.

Name	Cooperating Teacher	School	Dates
Bale-Pena, Matthew	Joseph Milde & Philip Wilkinson	BHS & BES	Spring 2016

Action 8. Approve Translator

Resolution Resolved, that the Somerset Hills Board of Education approve the following district translator for the 2015-2016 school year.

Name	Position	Stipend
Engelman, Amy	Translator	\$59.11/hour

Action 9. Approve Substitutes

Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2015-2016 school year.

Name	Substitute Position	Certification
a) Doumas, Paula	Teacher, Paraprofessional	Standard Certificate
b) Fischer, Taylor	Teacher, Paraprofessional	Substitute Credential
c) Barone, Peter	Bus Driver	CL
d) Longo, Joe	Bus Driver	CL
e) Reigert, Chuck	Bus Driver	CL
f) Zimmerman, Len	Bus Driver	CL
g) Mondey, Rod	Bus Driver	CL
h) Vonderschack, Carsten	Bus Driver	CL

Action 10. Approve Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2015-2016 school year:

Name	School	Position	Stipend
a) Heydt, Jaimie	BMS	Softball: Head	\$4,609

b) Fulton, Cynthia	BES	Homework Club	\$59.11/hour
c) Leavenworth, Patrice	BES	Homework Club	\$59.11/hour
d) Rokosky, Debbie	BES	Homework Club	\$59.11/hour
f) Wilkinson, Philip	BES	Homework Club	\$59.11/hour
g) LaBruno, Wendi	BES	Homework Club Substitute	\$59.11/hour
h) Jones, Rachelle	BES	Homework Club Substitute	\$59.11/hour
i) Hendelson, Elisha	BES	Homework Club Substitute	\$59.11/hour
j) Bernstein, Jessica	BES	Homework Club Substitute	\$59.11/hour
k) Davie, Kerry	BES	Homework Club Substitute	\$59.11/hour

Action 11. Approve Family Medical Leave

Resolution Resolved, that the Somerset Hills Board of Education approve the following Family Medical Leave for the 2015-2016 school year:

Name	School	Position	Date
O'Brien, Elena	BHS	Special Education	12/9/15 - 1/5/16 (dates subject to doctor recommendation)

Public Questions & Comments

- Mrs. Sciarra thanked Deborah Hawkins for all of the hard work and efforts for the citizens of Peapack-Gladstone.

Supplementary Matters

- Mr. Palma also wanted to acknowledge his fellow board member from Peapack-Gladstone, Deborah Hawkins, and thanked her for her work on behalf of the Peapack-Gladstone community.

Executive Session II

At 9:00 p.m., Ms. Goetz moved:

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: Personal Matter

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.

Mr. Baker seconded the motion. Mrs. Coon reported that the board discussed a personal matter.

Public Questions & Comments

2. Mrs. Sciarra thanked Deborah Hawkins for all of the hard work and efforts for the citizens of Peapack-Gladstone.

Adjournment

Mrs. Palazzolo moved to adjourn the meeting at 9:10 p.m., seconded by Mr. Palma. Motion was approved by a roll call vote of 8-0.

Respectfully submitted,

Nancy Lee Hunter

Board Secretary

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.**