

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – NOVEMBER 18, 2015**

Call to Order

The meeting was called to order at 6:30 p.m. by Mrs. Coons, President.

Roll Call

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

Executive Session

At 6:30 p.m., Mr. Baker moved the following:

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. The Board returned to public session at 7:30 p.m. Mrs. Coons reported that the Board discussed Personnel, Student Matters and Litigation.

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 - Bernardsville Fire Company

Report of the Superintendent

1. Staff Recognition – A special thanks to Ricky Saez for his contribution to the referendum video.
2. Academic Report
Dr. Wood reported on Academic highlights throughout the school district.

3. Election Results

The results of the Annual School Election results are as follows:

(1)Three Year Term/Bernardsville

Janis Virtue

(1)Three Year Term/Far Hills

Susan Petrilli

(1)Three Year Term/Peapack-Gladstone

Mindy Hoppe

Referendum Results (per Somerset County Certificate of Election)

Yes - 1260 No - 773

Public Questions & Comments**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 October 21, 2015. Resolution was approved by a roll call vote of 7-0-1. Mrs. Coons abstained.

Finance**Committee Report**

Mr. Baker reported that the Committee met on November 10, 2015.

Action Items

Mr. Baker moved Finance resolutions #1-12, seconded by Mr. DiGiacchino. Finance resolutions #1-12 were approved by a roll call vote of 8-0.

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 October, 2015 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$5,785,561.75	\$5,785,561.75
(20) Special Revenue Fund	\$232,574.72	\$232,574.72
(30) Capital Projects Fund	(\$240,283.30)	(\$240,283.30)
(40)Debt Service Fund	(\$88,190.00)	(\$88,190.00)
Total Government Funds	\$5,689,663.17	\$5,689,663.17

(1) From Secretary's Report

(2) Treasurer's Report to be distributed at 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 October, 2015.

Action
Resolution

3. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register covering check numbers 35184 to 35209 in the amount of \$2,952,900.95 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	\$2,925,297.45
(20) Special Revenue Fund	\$6,533.50
(30) Capital Projects Fund	\$21,070.00
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$2,952,900.25

WHEREAS, the Board Secretary has presented a check register covering check numbers 35210 to 35408 in the amount of \$740,218.50 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	\$607,460.01
(20) Special Revenue Fund	\$132,456.99
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$301.50
TOTAL	\$740,218.50

Action
Resolution

4. Approval of Settlement Agreement for student # 202164

Resolved, that the Somerset Hills Board of Education approve the Settlement Agreement for student # 202164.

Action
Resolution

5. Approval of Fund Raisers

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

Organization	School	Event	Date
a) Baseball Booster Club	BHS	Sale of Miscellaneous Product & Merchandise	Fall/Winter

b) Baseball Booster Club	BHS	Canning at Shop Rite, Kings, and similar establishments.	Fall/Winter
c) Baseball Booster Club	BHS	Dinner at Claremont Tavern or similar venue	Fall/Winter

Action 6. Approve Out of District School

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

Student ID #	Provider	Location	Tuition
7908643364	Union Co Tech	Scotch Plains, NJ	\$6,000.00

Action 7. Approve Translator

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

Name	Service	Location	Amount
Pope, Lia	Translator/Standard Certificate	Bryam, NJ	\$59.11/hour

Action 8. Approve Teacher Salary to be Funded by Title I

Resolution Resolved, that the Somerset Hills Board of Education approve that a portion of teacher Melissa Sorge's salary in the amount of \$63,000 be charged to the Title I salary account for the 2015-2016 school year.

Action 9. Accept Science Scholarship

Resolution Resolved, that the Somerset Hills Board of Education accept a donation from the DAS Family in the amount of \$5,000 to establish a yearly science scholarship for the class of 2016 through the class of 2020 in the amount of \$1,000 per year.

Action 10. Approve General Funds to Capital Reserve Transfer

Resolution Resolved, that the Somerset Hills Board of Education approve a transfer from unexpended General Funds to Capital Reserve in the amount of \$150,000 as of June 30, 2015.

Action 11. Accept Engineering Scholarship

Resolution Resolved, that the Somerset Hills Board of Education accept a donation from the Byrnes Family in the amount of \$4,000 to establish a yearly engineering scholarship for the class of 2016 through the class of 2019 in the amount of \$1,000 per year for a graduating female student.

Action 12. Approve Transfer of Funds

Resolution Resolved, that the Somerset Hills Board of Education approve a transfer from account #11-000-291-270-00-00-01 to account #11-000-291-290-00-00-01, for \$56,500 effective June 30, 2015 to reflect an audit adjustment.

CurriculumCommittee Report

Mrs. Palazzolo reported that the committee met on November 17, 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 Resolution1. Approve Field Trips*

Resolved, that the Somerset Hills Board of Education approve the following field trips:

School	Trip	Date	# of Students	# of Faculty	# of Chaperones
a. BES	Second Grade-Morris Museum	May 4, 2016	115	6	20
b. BHS	MD Program-ShopRite-Bernardsville	Nov. 19 and Dec. 8	7	5	0
c. BHS	Ski Race Team-Killington	Dec. 3-Dec. 6 (Thurs-Sun)	14	0	15
d. BHS	Acting Troupe/Theater Arts/Drama Club to Dumont HS - Drama & Forensics Competition	Dec. 12, 2015 (Sat)	30	2	4
e. BHS	Acting Troupe/Theater Arts/Drama Club to Dumont HS - Drama & Forensics Competition	Jan. 23, 2016 (Sat)	30	2	4
f. BHS	Acting Troupe/Theater Arts/Drama Club to Raritan HS - Drama & Forensics Competition	Feb 27, 2016 (Sat)	30	2	4
g. BHS	Acting Troupe/Theater Arts/Drama Club- Broadway Show	Jan.6, 2016 (Wed)	40	3	0
h. BHS	Harvard Model Congress	Feb.18-Feb. 21, 2016 (Thurs-Sun)	25	3	0
i. BMS	Forensics-Competition at Chatham Middle School	Dec. 5, 2015 (Sat)	10-20	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
a. BHS	Atchison, Leslie	Softball Convention-AC	\$672.62	1/28-1/31/16

b. BHS	Cooperstein, Rhonda	Case Western Reserve meeting, Morristown, NJ	0	11/2/15 AM
c. BHS	Corbett, Michael	504 Training-North Hunterdon-Voorhees	\$165.00	12/11/2015
d. BHS	Lan, Cameron	NJCHE Annual History Conference - Princeton	\$75.00	12/4/2015
e. BHS	Morris, Ashley	TCNJ Career & Community Studies Program Briefing	\$14.26	11/20/2015
f. BMS	McInaw, Megan	Lesson Study Open House @The Greenwich Japanese School-CT	\$27.96	11/24/2015
g. BMS	O'Halloran, Annie	Lesson Study Open House @The Greenwich Japanese School-CT	\$34.10	11/24/2015
h. District	Butler, Coleen	County ELA Supervisor's Meeting, Somerville	0	11/18/2015
i. District	Hunter, Nancy	Affordable Care Act Reporting Requirement Workshop-Robbinsville	0	12/3/15
j. District	Kolmer, Grant	Lesson Study Open House @The Greenwich Japanese School-CT	0	11/24/2015
k. District	Kolmer, Grant	Somerset County Science Supervisor meeting- Somerville	0	12/8/15
l. District	Kolmer, Grant	Somerset County Math Supervisor meeting-Somerville	0	12/14/15
m. District	Mehan, Kathy	NJ & Federal Leave Laws Training, Strauss Esmay: Toms River, NJ	\$50.00	12/1/15
n. BES	Russoniello, Lucy	PowerSchool Object Reports	\$600.00	12/1-12/2 on-line
o. BHS	Sosely, Anna	Felician University - Rutherford College Visit	0	12/4 - PM
p. District	Shouffler, Jennifer	Lesson Study Open House @The Greenwich Japanese School-CT	0	11/24/2015

Action Resolution

3. HIB Report*

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on November 18, 2015 and upheld the findings and/or consequences recommended by the Superintendent.

Facilities & Operations*

Committee Report

Mr. Palma reported that the Committee met November 18, 2015.

Action Items

Mr. Palma moved Facilities & Operations resolutions #1-2, seconded by Mr. DiGiacchino. Facilities & Operations resolutions #1-2 was approved by a roll call vote of 8-0.

Mrs. Coons read the following statement: Our Board would like to recognize Lauriann Swadba's service to the community as a board member. Lauriann served on the Personnel, Facilities & Operations and Curriculum committees during her six years on the board and she was certainly one of the most dedicated board members. Lauriann never came unprepared to a meeting and always went above and beyond in doing research and analyzing data and reading books or taking courses on topics that were discussed or related to curriculum or our students.

Lauriann would always be prepared to state her opinion based on facts that were provided or that she gathered on her own. She is personally driven and a very motivated person. She never had a unkind word and always looked for the good in people.

We thank Lauriann for her services and wish her well on her personal journey. Lauriann will certainly be missed.

Action Resolution 1. Accept Resignation
Resolved, that the Somerset Hills Board of Education accept the resignation of Bernardsville Board Member, Lauriann Swadba, effective November 3, 2015.

Action Resolution 2. Approval of Agreement with the Somerset County YMCA for Facility Rental
Resolved, that the Somerset Hills Board of Education approve an agreement with the Somerset County YMCA for rental of certain classrooms and areas at Bernards High School for the summer of 2016 for a fee of \$5,000 per week.

Policy*

Committee Report

There was no report.

Action Items

Mrs. Coons moved Policy resolutions #1-2, seconded by Mrs. Palazzolo.

Action Resolution 1. First Reading
Resolved, that the Somerset Hills Board of Education approve the first reading 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

Action Resolution 2. 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 1581	Victim of Domestic or Sexual Violence Leave
b) P 2425	Physical Education
c) P 2431	Athletic Competition
d) P 3125	Employment of Teaching Staff Members
e) P 3322	Staff Member's use of Personal Cellular Telephones/Other communication Devices (teaching staff) as amended
f) P 4125	Employment of Support Staff Members
g) P 4322	Staff Member's use of Personal Cellular Telephones/Other communication Devices (support staff)
h) R 5308	Student Health Records
i) P 5330	Administration of Medication
j) P 5339	Screening for Dyslexia
k) P 5615	Suspected Gang Activity
l) P 5756	Transgender Students
m) P 8540	School Nutrition Programs
o) P 8820	Opening Exercises/Ceremonies

Personnel***Committee Report**

Mrs. Hawkins reported that the committee met on November 17, 2015.

Action Items

Mrs. Hawkins moved Personnel resolutions #1-12, seconded by Mr. Palma. Personnel resolutions #1-12 were approved by a roll call vote of 8-0.

All personnel action is on the recommendation of the Superintendent.

Action**1. Approve Appointment Non-Certified Staff****Resolution**

Resolved, that the Somerset Hills Board of Education approve the following non-certified staff for the 2015-2016 school year.

Name	School	Position	Replace	Level	Step	Salary	Effective
a) Bara, Alexandra	BES	Spec Ed Para	new	B	1	\$15.13/ hour	10/23/15

b) Engleman, Amy	BES	Spec Ed Para	new	B	1	\$15.13/ hour	10/28/15
c) Felder, April	BMS	Spec Ed Para	new	B	1	\$15.13/ hour	11/2/15
d) Smith, Michele	BES	Spec Ed Para	new	B	1	\$15.13/ hour	11/2/15
e) Spitz, Mary	BES	Spec Ed Para	new	B	1	\$15.13/ hour	11/2/15

Action 2. Approve Parenthood Leave

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

Name	School	Position	Begin	End
a) Collins, Jessica	BES	Elementary Teacher	2/1/16	January 2017
b) Tynan, Jessica	BMS	Literacy Teacher	2/3/16	September 2016

Action 3. Rescind Co-Curricular Position

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

Name	School	Position	Stipend
a) Losonczy, Thomas	BHS	Fencing: Assistant	\$4,759
b) Morris, Ashley	BHS	Track & Field M/W Assistant	\$6,246
c) Szostak, David	BHS	Winter Track: Assistant	\$4,631

Action 4. Approve Co-Curricular Position

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) Hudson, Jennifer	BHS	Fencing: Assistant	\$4,759
b) Kahl, Taylor	BHS	Ski Team: Head	\$6,592
c) Keating, Conor	BHS	Ice Hockey	Volunteer
d) LaChac, Luke	BHS	Winter Track Assistant	\$4,631
e) Losonczy, Thomas	BHS	Fencing: Assistant	Volunteer

Action 5. Approve Leave of Absence

Resolution Resolved, that the Somerset Hills Board of Education approve the following medical

leave of absence for the 2015-2016 school year:

Name	School	Position	Begin	End
Salazar, Adia	BHS	Custodian	11/15/15	TBD

Action 6. 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) Suriano, Justin	Teacher, Paraprofessional	Substitute Credential
b) Dilts, Tyler	Maintenance	n/a

Action 7. Accept Resignation

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

Name	Location	Position	Date
McMichael, Rebecca	BES	Special Education Paraprofessional	12/11/15 or sooner as determined by the Superintendent

Action 8. Approve Appointment Leave Replacement

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following leave replacement for the 2015-2016 school year:

Name	School	Position	Replace	Level	Step	Salary	Date
Bobal, Kenneth	BMS	Special Education	Heydt	MS	1	56,335 (prorated)	1/17/15

Action 9. Amend Appointment Leave Replacement

Resolution Resolved, that the Somerset Hills Board of Education amend the appointment of the following leave replacement for the 2015-2016 school year:

Name	School	Position	Replace	Level	Step	Salary	End Date
Wengel, Laura	BHS	English	Snyder	MA	3	58,335	1/22/16 6/30/16

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) Noonan, Mark	BHS	Marching Band: Assistant Marching	\$ 4,078

b) Trumpy, Fred	BHS	Marching Band: Director	\$ 10,169
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Action 11. Approve Co-Curricular Position

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular position:

Position	School	Stipend
Photo Club	BHS	TBD

Action 12. Approve Merit Goals

Resolution Resolved, that the Somerset Hills Board of Education approve the Superintendent's Merit Goals for the 2015-2016 school year.

Goal #1	To provide outreach to the Somerset Hills School District and community regarding substance abuse issues and the establishment of health and wellness programs
Goal #2	To provide four interactive parent information workshops in the elementary and middle school in the areas of math, language arts and science.
Goal #3	Fourth grade students will increase by at least two reading levels as measured by the TCRWP
Goal #4	World Language teachers will have an SGO goal of 3.6 or greater.
Goal #5	First grade students will demonstrate independent number decomposition at the 70 % mastery level.

Supplementary Matters

1. The Board agreed to post the video of the Board Meeting on the school district website.
2. There will be a Board retreat on December 17, 2015.
3. Mr. Baker reported that the Mayors of the Somerset Hills and Bedminster met with representatives of the Bedminster and Somerset Hills Board of Education to discuss the bridge closure in 2019.
4. Mr. Baker reported on his attendance at the NJSBA.

Public Questions & Comments

1. Mr. Foglia questioned the changes on the new cell phone policy.
2. Ms. Judi Martin requested a change to the policy which the Board was able to accommodate.

Adjournment

Mr. Palma moved to adjourn the meeting at 8:50 p.m., seconded by Ms. Goetz. 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.