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**The Somerset Hills School District**  
**Regular Meeting Agenda –November 16, 2016**  
**Executive Session – 6:30 P.M.**  
**Public Input & Action – 7:30 P.M.**  
**Community Room at Bernards High School**

**I. Call to Order & 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.

**II. Pledge of Allegiance**

**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. Correspondence**

**VI. Report of the Superintendent**

1. Student/Staff Recognition  
Madrigals at Carnegie Hall  
BMS Boys Soccer Team
2. Academic Report - Wellness Initiative

**VII. 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.

### **VIII. Approval of Minutes\***

#### Action

#### 1. Approval of Minutes

#### Resolution

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for October 19, 2016.

### **IX. 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 October, 2016 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$5,962,647.60	\$5,962,647.60
(20) Special Revenue Fund	(\$32,165.72)	(\$32,165.72)
(30) Capital Projects Fund	\$4,202,766.46	\$4,202,766.46
(40)Debt Service Fund	(\$122,559.78)	(\$122,559.78)
Total Government Funds	\$10,010,688.56	\$10,010,688.56

(1) From Secretary's Report

(2) From Treasurer's Report

(will 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

#### 2. Approve 2016-2017 Budget Transfers\*

#### Resolution

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for October, 2016.

#### Action

#### 3. Payment of Bills\*

#### Resolution

WHEREAS, the Board Secretary has presented a check register covering check numbers 38422 to 38623 in the amount of \$4,270,277.71 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:

<b>FUND</b>	<b>AMOUNT</b>
(10) General Fund	\$2,838,212.41
(20) Special Revenue Fund	\$49,903.00
(30) Capital Projects Fund	\$284,367.04
(40) Debt Service Fund	0
(60) Cafeteria Fund	\$65,578.43
(90) Agency Fund	\$1,032,216.83
<b>TOTAL</b>	<b>\$4,270,277.71</b>

Action 4. Approve Non-Public Technology Aid

Resolution Resolved, that the Somerset Hills Board of Education approve the following 2016-2017 NJ Non-Public Technology Aid spending:

<b>School</b>	<b>Quantity</b>	<b>Description</b>	<b>Unit Price \$</b>	<b>Total \$</b>
a) Far Hills Country Day School	14	Lenovo N22 Chromebooks	169.99	2,379.86
b) Far Hills Country Day School	3	Google Console Licenses	28.50	85.50
c) Far Hills Country Day School	3	USB Drivers	6.69	20.07
d) School of Saint Elizabeth	7	HP Chromebooks 11G4 4GB-Ram	192.00	1,344.00
<b>Total Non-Public Technology Aid</b>				<b>3,829.43</b>

Action 5. Approve Teacher Salary to be Funded by Title I

Resolution Resolved, that the Somerset Hills Board of Education approve that a portion of teacher Susan Fischer's salary in the amount of \$53,500 be charged to the Title I salary account for the 2016-2017 school year.

**X. 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:

<b>School</b>	<b>Trip</b>	<b>Date(s)</b>	<b># of Students</b>	<b># of Faculty</b>	<b># of Chaperones</b>
a) BES	First Grade- Liberty State Park	May 18 & 19	113	12	20
b) BHS	AP World History-Princeton Art Museum	Dec. 21	9	1	0
c) BHS	Harvard Model Congress	Feb. 23-26	30	2	1
d) BHS	Anatomy Class- NJ Sharing Network	May 17	50	2	0
e) BHS	Anatomy Class-Liberty Science Center	May 24	50	4	0
f) BMS	Special Ed Class- ShopRite	Nov. 21	6	3	0
g) BMS	Special Ed Class-Lenny's Pizza	Dec. 22	6	3	0

h) BMS	8th Grade Science Classes- locations along Mine Brook in Bernardsville	May8-11 (or May 15-23-rain dates)	22 per trip	2-3 per trip	1 per trip
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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	Arnold, Kara	TC, NYC-Book Clubs/Literacy	\$61.00	Dec. 19
b) BES	Berardi, Anne	Infection Prevention Discussion w/SC Health Officers- Basking Ridge	0	Dec. 6 (AM)
c) BES	DeRoberts, Theresa	Bilingual/ELL Conference-William Patterson Univ.	\$152.73 (Title 3 Grant)	Dec. 2
d) BES	Forsythe, Cindy	TC, NYC-Book Clubs/Literacy	0	Dec. 19
e) BES	Grau, Jianna	TC, NYC-Book Clubs/Literacy	0	Dec. 19
f) BES	Hall, Kristine	TC, NYC-Book Clubs/Literacy	0	Dec. 19
g) BES	Pike, Emily	Bullying Law update- MUJC	\$150.00	Jan. 17
h) BHS	Boyce, Nicole	Algebra I Roundtable-Flemington	\$15.00	Dec. 13
i) BHS	Carmon, Dave	All Star Track & Field/Cross Country Clinic- Atlantic City	\$99.00	Dec. 8-9
j)BHS/ BMS	Dokus, Sam	All Star Track & Field/Cross Country Clinic- Atlantic City	\$99.00	Dec. 8-9
k) BHS	Drew, Lisa	Bullying Law update- MUJC	\$154.40	Jan. 17
l) BHS	Hogge, Jay	NJ Council for History Ed- Princeton	\$80.00	Dec. 2
m) BHS	Lan, Cameron	NJ Council for History Ed- Princeton	\$80.00	Dec. 2
n) BHS	Simoneau, Jon	Mega Football Clinic- Atlantic City	\$250.00	Feb. 24
o) BHS	Sosely, Anna	Marist College Counselor Day	0	Nov. 8
p) BHS	Stolarz, Liz	Montclair U Counselor Workshop	0	Dec. 9
q) BHS	Szostak, David	All Star Track & Field/Cross Country Clinic- Atlantic City	\$99.00	Dec. 8-9
r) BMS	Hartt, Brian	TC-Helping Readers Understand Levels of Complexity in Non-Fiction- NYC	\$30.00	Dec. 14
s) BMS	Latzke, Brian	NJPSAFEA Leadership Academy-Monroe Twp	0	Dec. 5, Jan. 17, Feb. 28
t) District	Rosen, Dana	NJ ELA Supv. Fall Mtg.-Morristown	0	Nov. 4 (AM)
u) District	Kolmer, Grant	Lesson Study Open House-Greenwich, CT	0	Nov. 16

**XI. Facilities & Operations\***

A. Committee Report &amp; Discussion:

B. Action Items:

Action  
Resolution1. HIB Report\*

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on November 16, 2016 and upheld the findings and/or consequences recommended by the Superintendent.

Action  
Resolution2. Approve Statement of Assurance\*

Resolved, that the Somerset Hills Board of Education approve the statement of Assurance, WHEREAS, 18A:7a-3 et seq. and NJAC 6A:30.-1.1 et seq. establishes the New Jersey Quality Single Accountability Continuum (NJQSAC) for evaluating performance of each school district, and WHEREAS, the evaluation of the district will be based upon five (5) key components of school district effectiveness: instruction and program; personnel; fiscal management; operations; and governance, and WHEREAS, the Somerset Hills Board of Education has conducted a self-evaluation in the key components to assess the district's capacity and effectiveness using quality performance indicators, and NOW THEREFORE BE IT RESOLVED, that the New Jersey Quality Single Accountability Continuum (NJQSAC) – Statement of Assurance for The Somerset Hills School District, is attested to for accuracy and approved for submission to the New Jersey Department of Education, Office of the Executive County Superintendent of Schools.

Action  
Resolution3. Approve Comprehensive Maintenance Plan

Resolved, that the Somerset Hills Board of Education approve the 2016-2017 Comprehensive Maintenance Plan.

Action  
Resolution4. Approve Annual Maintenance Budget Worksheet

Resolved, that the Somerset Hills Board of Education approve the Annual Maintenance Budget Amount Worksheet calculation of \$ 125,023.

**XII. Policy\***

A. Committee Report &amp; Discussion:

B. Action Items:

Action  
Resolution1. First Reading

Resolved, that the Somerset Hills Board of Education approve the first reading of the following policies and regulations: (attachment)

<b>Policy #</b>	<b>Title</b>
a) P 1140	Affirmative Action Program
b) P 1523	Comprehensive Equity Plan
c) P 1530	Equal Employment Opportunities
d) R 1530	Equal Employment Opportunity Complaint Procedure
e) P 1550	Affirmative Action Program for Employment and Contract Practices
f) P 2260	Affirmative Action Program for School and Classroom Practices

g) P 2423	Bilingual and ESL Education
h) R 2423	Bilingual and ESL Education
i) P 2610	Educational Program Evaluation
j) P 2622	Student Assessment
k) P 5339	Screening for Dyslexia
l) P 5750	Equal Educational Opportunity
m) P 5755	Equity in Educational Programs and Services
n) P 8441	Care of Injured and Ill Persons
o) R 8441	Care of Injured and Ill Persons
p) P 8630	Bus Driver/Bus Aide Responsibility
q) R 8630	Emergency School Bus Procedures

**XIII. Personnel\***

A. Committee Report &amp; 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 accept the resignation of the following employee:

Name	School	Position	Effective
Casale, Arlene	BES	Regular Education Paraprofessional	10/11/16

**Action 2. Approve Appointment Non-Certified Staff****Resolution** Resolved, that the Somerset Hills Board of Education approve the appointment of the following non-certified staff for the 2016-2017 school year:

Name	School	Position	Level	Step	Salary	Effective
a) Feeley, Veronica	Olcott	Business Office Assistant - Payroll Confidential	n/a	n/a	\$50,000	11/17/16
b) Carlisle, Christopher	BHS	Special Education Paraprofessional	B	1	\$15.54/hour	10/24/16
c) Pelley, Lauren	BHS	Special Education Paraprofessional	B	1	\$15.54/hour	10/27/16
d) Kotz, Lisa	BES	Special Education Paraprofessional	B	1	\$15.54/hour	11/14/16
e) Leahy, Rachel	BES	PT Registered Nurse		1	\$36.00/hour	11/1/16

**Action 3. Amend Salary Guide Level Advancement\*****Resolution** Resolved, that the Somerset Hills Board of Education amend salary guide level advancement for the following teachers for the 2016-2017 school year (*retroactive September 1, 2016*):

Name	School	Current Level/Step	\$ Old Salary	New Level/Step	\$ New Salary
DeAngelo, Stephanie	BMS	MA/5	60,990	MA+30/5	64,990

Action 4. Approve Overload

Resolution Resolved, that the Somerset Hills Board of Education approve the following overload for the 2016-2017 school year:

Name	Subject	Overload	Length	Salary
DeAngelo, Stephanie	BMS	French/6 periods	Full Year	\$13,000

Action 5. Approve Observation

Resolution Resolved, that the Somerset Hills Board of Education approve the following observation for the 2016-2017 school year:

Observer	Program	School	Teacher	Date
Schott, Oren	Rutgers	BHS	Carolyn Coppola	Fall 2016 - 4 hours

Action 6. Approve Student Teacher

Resolution Resolved, that the Somerset Hills Board of Education approve the following student teacher for the 2016-2017 school year:

Student Teacher	Program	School	Mentor	Date
Roper, J. Eric	Rider U	BHS	Matthew LaPine	Spring 2017

Action 7. Amend Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education amend the following co-curricular position for the 2016-2017 school year:

Name	School	Position	Stipend
Kahl, Taylor	BHS	Ski Team: Head Coach <b>50%</b>	<b>\$3,600</b> (50% of 7,200)

Action 8. Approve Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2016-2017 school year:

Name	School	Position	Stipend
a) Lister, Kay	BHS	Ski Team: Head Coach 50%	\$3,600 (50% of 7,200)
b) Edward, Charles	BHS	Wrestling Coach: Assistant 50%	\$3,562 (50% of 7,125)
c) McMahon, John	BHS	Wrestling Coach: Assistant 50%	\$3,562 (50% of 7,125)
d) O'Connor, Leslie	BHS	Assistant Athletic Director: Winter 50%	\$2,137 (50% of 4,274)
e) Cheng, Jonathan	BHS	Assistant Athletic Director: Winter 50%	\$2,137 (50% of 4,274)

Action 9. Approve Translator

Resolution Resolved, that the Somerset Hills Board of Education approve the following translator for the 2016-2017 school year:

Name	Location
Dominguez, Elena	Bedwell Elementary School

**Action** 10. Approve Substitutes

**Resolution** Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2016-2017 school year:

<b>Name</b>	<b>Substitute Position</b>	<b>Certification</b>
a) Glantz, Lawrence	Teacher/paraprofessional	Standard Certificate
b) Locker, Meghan	Teacher/Paraprofessional	CEAS

**XIV. Public Questions & Comments****XV. Supplementary Matters****XVI. 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.