
**The Somerset Hills School District
Regular Meeting Agenda –September 20, 2017
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
2. Academic Report: State Testing Report

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 August 23, 2017.

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 **July, 2017** showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$4,109,759.63	\$4,109,759.63
(20) Special Revenue Fund	\$259,036.94	\$259,036.94
(30) Capital Projects Fund	\$495,428.95	\$495,428.95
(40)Debt Service Fund	\$205,451.52	\$205,451.52
Total Government Funds	\$5,069,677.04	\$5,069,677.04

(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 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. Board Secretary & Treasurer Reports & Board Certification (Note)

Resolution

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of **August, 2017** showing the following balances: (will be distributed at meeting)

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund		
(20) Special Revenue Fund		
(30) Capital Projects Fund		
(40)Debt Service Fund		
Total Government Funds		

(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 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.

Note: Reports will be distributed at Board of Education Meeting

Action
Resolution

3. Approve 2017-2018 Budget Transfers

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for July and August, 2017.

Action
Resolution

4. Payment of Bills

WHEREAS, the Board Secretary has presented attached check registers for **July** 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	\$339,747.21
(20) Special Revenue Fund	0
(30) Capital Projects Fund	\$20,704.57
(40) Debt Service Fund	0
(60) Cafeteria Fund	\$1,329.25
(90) Agency Fund	0
TOTAL	\$361,581.03

Action
Resolution

5. Payment of Bills

WHEREAS, the Board Secretary has presented attached check registers for **August** 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	\$966,121.99
(20) Special Revenue Fund	\$23,522.23
(30) Capital Projects Fund	\$47,071.44
(40) Debt Service Fund	0
(60) Cafeteria Fund	\$603.90
(90) Agency Fund	\$219,681.00
TOTAL	\$1,257,000.56

Action 6. Approve Out of District Transportation ContractResolution Resolved, that the Somerset Hills Board of Education approve the following out of district transportation contract for the 2017-2018 school year:

Student ID	Host District	Dates	Amount
a) 2018411	Lakeland Regional H.S.	Sep 2017 - Jun 2018	\$5,587.83
b) 2021033	Branchburg Twp BOE	Sep 2017 - Jun 2018	\$33,120.00

Action 7. Approve Special Education SchoolResolution Resolved, that the Somerset Hills Board of Education approve the following special education school for the 2017-2018 school year and extended school year:

School	Location	Student ID
Allegro School	Cedar Knolls, NJ	7841323206

Action 8. Approve Tri-Op Ice Hockey ProgramResolution Resolved, that the Somerset Hills Board of Education approve joining a Tri-Op Ice Hockey Program for the 2017 – 2018 and 2018 – 2019 school years with Somerville High School and Middlesex High School.**X. Curriculum**

A. Committee Report & Discussion:

B. Action Items:

Action 1. Approve Field TripsResolution 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	Gr. 4 State House, Old Barracks, & Planetarium-Trenton	Oct. 17	122	7	20
b)BMS	Gr. 7 YMCA Basking Ridge-Orientation to 7th Gr Free membership	Oct. 13	117	8	0

Action 2. 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) BHS	Special Ed class-US Hist II -Philadelphia Sea Port-Cruiser Olympia	Oct. 19	8	5	1
b) BHS	Special Ed class-US Hist II-Hoboken Historial Museum	Nov. 3	8	5	1
c) BHS	Special Ed class-US Hist II-NJ State Museum, Trenton	Nov. 7	8	5	1
d) BHS	Special Ed class- Michael's & Shop Rite	Nov. 30	8	5	1

e) BHS	Theater Arts/Acting Troupe-Shakespeare Theater, Madison	Oct. 17	25	2	0
f) BHS	Comparative Religions - Sri Venkateswara Temple-Bridgewater	Oct. 25	23	2	0
g) BHS	Theater Arts/Acting Troupe-NJDFL Tournament-Dumont	Sat. Oct. 28	15	2	0
h) BHS	Comparative Religions-Mallinckrodt Convent - Mendham	Nov. 3	23	2	0
i) BHS	Comparative Religions- Sikh Assoc.Gurudwara-Bridgewater	Nov. 14	23	2	0
j) BHS	Ski Race Team - Killington Ski Resort-Pre Season Training	Thurs-Sun Nov.30- Dec. 3	15	1	11
k) BHS	Baseball Team Spring Training- ESPN Wide World of Sports/Disney	Mar. 4-19	30	2	7
l) BHS	Band & Orchestra - DisneyWorld	Mar 14-18	75	6	0
m) BHS	Yearbook - Josten's Fall Conference-Staff Training-Wayne	Oct. 19	5	2	0

Action 3. 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	DeRoberts, Theresa	Training of Trainers helping ELL students in the classroom-Chevy Chase, MD	\$2534.88	11/13-11/16
b) BES	McCarron, Jim	Art Educators of NJ Conf- Long Branch	\$230.00	10/2-10/3
c) BES	McCloskey, Heather	Strategies for Teaching Students with Visual Impairments-New Brunswick	\$15.72	10/18
d) BES	Rokosky, Debbie	Training of Trainers helping ELL students in the classroom-Chevy Chase, MD	\$1545.00	11/13-11/16
e) BES	Roll, Jill	Strategies for Teaching Students with Visual Impairments-New Brunswick	\$15.72	10/18
f) BES	Ryan, Vanessa	Autism NJ Conference- Atlantic City	\$351.06	10/19
g) BES	Terraglia, Cristina	Autism NJ Conference- Atlantic City	\$275.00	10/19
h) BHS	Clark, Kelly	NJ Council for the Social Studies-Rutgers	\$80.00	10/23

i) BHS/ BMS	Dokus, Samuel	NJ Council for the Social Studies- Rutgers	\$80.00	10/23
j) BHS	Ellis, Amanda	Explore Furman Univ.-Greenville, SC	\$0	11/6-11/7
k) BHS	Stolarz, Lizabeth	HESAA Financial Aid Training- Seton Hall	\$13.64	12/8
l) BHS	Quinlan, Alyce	Teaching Tools for Differentiation, Rigor & Independence-Rutgers	\$150.00	2/13
m)BMS	Dempsey, Gretchen	Assoc of Math Teachers of NJ Conference- Presenter -East Windsor	\$205.00	10/26
n) BMS	Fitzgerald, Marianne	Assessing 3-Dimensional Learning- Virtual Webinar	\$79.00	n/a
o) BMS	Gutkin, Melissa	Teachers' College- meet the needs of all learners- NYC	\$50.00	9/19
p) BMS	Jacobs, Heather	Assoc of Math Teachers of NJ Conference- Presenter -East Windsor	\$205.00	10/26
q) BMS	Malwitz, Carrie	NJ Science Teachers' Conv- Princeton,	\$175.00	10/25
r) BMS	Marashlian, Nicole	Assessing 3-Dimensional Learning- Virtual Webinar	\$79.00	Sat. 10/21
s) BMS	Mariani, Jess	Teachers' College- meet the needs of all learners- NYC	\$50.00	9/19
t) BMS	O'Halloran, Anne	Assoc of Math Teachers of NJ Conference- Presenter -East Windsor	\$205.00	10/26
u) BMS	Rizzuto, Rosemarie	Assoc of Math Teachers of NJ Conference- Presenter -East Windsor	\$205.00	10/26
v) BMS	Szesko, Julie-Ann	Assessing 3-Dimensional Learning- Virtual Webinar	\$79.00	n/a
w)District	Catelli, Michael	NJ Council for the Social Studies- Rutgers	\$95.00	10/23
x) District	DeMarco, Jinnee	Monthly school business meetings- 9/15, 10/20, 11/17, 12/15, 1/19, 2/23, 3/16, 4/20, 5/18, 6/6- Bridgewater	\$86.60	See list (All PM)
y) District	Fischer, Susan	SC Lang Arts Curriculum meetings- 10/2, 12/6, 2/8, 5/22	0	See list
z) District	Hunter, Nancy Lee (or replacement)	Monthly school business meetings- 9/15, 10/20, 11/17, 12/15, 1/19, 2/23, 3/16, 4/20, 5/18, 6/6- Bridgewater	\$86.60	See list (All PM)
aa)District	Kolmer, Grant	Northern NJ Math Supervisors Roundtable - 10/13, 2/9, 6/1		See list (all pm)
bb)District	Kolmer, Grant	NJECC Monthly Meetings- Montclair 9/29, 10/20, 11/17, 12/15, 2/23, 3/16, 4/20, 5/18, 6/7	0	See list (All AM)
cc)District	Kolmer, Grant	SC Math Curriculum meetings- 10/3, 2/8, 5/22	0	See list
dd)District	Kolmer, Grant	Assoc of Math Teachers of NJ Conference- Presenter -East Windsor	\$205.00	10/26
ee)District	Shouffler, Jen	MUJC monthly Curr meetings- 9/27, 10/18, 12/6, 1/17, 3/14, 5/9	0	See list (all AM)

ff)District	Shouffler, Jen	Assoc of Math Teachers of NJ Conference- Presenter -East Windsor	\$175.00	10/26
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XI. Facilities & Operations*

A. Committee Report & 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 September 20, 2017 and upheld the findings and/or consequences recommended by the Superintendent.

Action
Resolution2. Approve Mission Statement

Resolved, that the Somerset Hills Board of Education approve the revised Mission Statement developed through the Strategic Plan.

XII. Policy*

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution2. 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
0172 P	Duties of Treasurer of School Monies (Abolish)
2700 P	Services to Nonpublic School Students
3160 P	Physical Examination (Teaching Staff Members)
3160 R	Physical Examination (Teaching Staff Members)
4160 P	Physical Examination (Support Staff Members)
4160 R	Physical Examination (Support Staff Members)
7100 P	Long Range Facilities Planning
7100 R	Long Range Facilities Planning
7101 P	Educational Adequacy of Capital Projects
7101 R	Educational Adequacy of Capital Projects
7102 P	Site Selection and Acquisition
7102 R	Site Selection and Acquisition
7130 P	School Closing
7300 P	Disposition of Property
7300 R	Disposition of Instructional Property (Abolish)
7300.2 R	Disposition of Land
7300.3 R	Disposition of Personal Property
7300.4 R	Disposition of Federal Property

XIII. Personnel

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action 1. Approve Elimination of Job Position*Resolution Resolved, that the Somerset Hills Board of Education approve the elimination of the following job position: *School Treasurer*Action 2. Approve Appointment Leave ReplacementResolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following leave replacement for the 2017-2018 school year:

Name	School	Position	Replace	Level	Step	Salary	Date
a) Sevecke, Alexis	BES	Special Education	Jaeger	BA	1	\$53,390	9/1/17
b) Worman, Kelly	BES	Speech Therapist	Koletar	MA	7	\$63,985	9/1/17

Action 3. Approve ObservationResolution Resolved, that the Somerset Hills Board of Education approve the following observation for the 2017-2018 school year:

Student Observer	Program	School	Teacher	Date
Fischer, Taylor	Special Education/Elementary	St. Joseph's University	Sophia Seelig	Fall 2017

Action 4. Approve Co-Curricular PositionsResolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2017-2018 school year:

Name	School	Position	Stipend
a) Marashlian, Nicole	BMS	Team Leader - Grade 5 (50%)	\$1,375 (50% of (\$2,750))
b) Froyland, Megan	BMS	Team Leader - Grade 5 (50%)	\$1,375 (50% of (\$2,750))
c) King, Brian	BMS	Team Leader - Grade 8 (50%)	\$1,375 (50% of (\$2,750))

Action 5. Approve Extended Substitute AssignmentResolution Resolved, that the Somerset Hills Board of Education approve the following extended substitute assignment for the 2017-2018 school year:

Name	School	Substitute Position	Rate	Date
Meeks, Maureen	BMS	Social Studies	\$210/day	9/1/17 - 11/1/17

Action 6. 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 2017-2018 school year:

Name	School	Position	Replace	Step	Salary	Effective
Traynor, Amy	BES	Regular Education Paraprofessional	DiSabato	1	\$14.82	09/18/17

Action 6. 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 2017-2018 school year:

Name	School	Position	Replace	Step	Salary	Effective
Walley, Joy	District	Special Education Paraprofessional - B	n/a	5	\$16.54	10/2/17

Action 7. 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 2017-2018 school year:

Name	School	Position	Replace	Step	Salary	Effective
Turner, Tammy	BHS	LPN	new	n/a	\$43,500	9/14/17

Action 8. Amend Appointment*

Resolution Resolved, that the Somerset Hills Board of Education amend the start date of the following appointment for the 2017-2018 school year:

Name	School	Position	Replace	Salary	Effective
Fischer, Susan	District	Supervisor of Language Arts Literacy	Rosen	\$99,904 (prorated)	8/24/17

Action 9. Approve Tutors*

Resolution Resolved, that the Somerset Hills Board of Education approve the following tutors for the 2017-2018 school year:

Tutor/ Mentor	Location	Stipend	Subject
a) Leichtling, David	District	\$59.11/hour	Social Studies, English, Reading
b) McMahon, Casey	District	\$59.11/hour	Teacher of Earth Science

Action 10. Approve Home Instructor

Resolution Resolved, that the Somerset Hills Board of Education approve the following home instructors for the 2017-2018 school year:

Name	Subject
McMahon, Casey	Earth Science

Action 11. Approve Co-Curricular Positions*

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2017-2018 school year:

Name	School	Position	Stipend
Silva, Karen	BHS	Traffic Duty	\$30.00

Action 12. Approve Substitutes*

Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2017-2018 school year:

Name	Substitute Position	Certification
a) Leichtling, David	Teacher/Paraprofessional	CEAS
b) Katsako, Athena	Teacher/Paraprofessional	Substitute Credential
c) Wengel, Laura	Teacher/Paraprofessional	Standard
d) Pepe, Michael	Teacher/Paraprofessional	Standard
e) Katsakos, Athena	Secretary/Receptionist	Substitute Credential

XIV. Public Questions & Comments

XV. Strategic Planning Committee

XVI. Supplementary Matters

XVII. Adjournment

***Note:** The areas of permitted voting for the Bedminster district representative of the Board of Education are: (a) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district; (b) New capital construction to be utilized by sending district pupils; (c) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff; (d) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district; (e) Any matter directly involving the sending district pupils or programs and services utilized by those pupils; (f) Approval of the annual receiving district budget; (g) Any collectively negotiated agreement involving employees who provide services utilized by sending district pupils; (h) Any individual employee contracts not covered by a collectively negotiated agreement, if those employees provide or oversee programs or services utilized by sending district pupils; and (i) Any matter concerning governance of the receiving district board of education including, but not limited to, the selection of the board president or vice-president, approval of board bylaws, and the employment of professionals or consultants such as attorneys, architects, engineers, or others who provide services to the receiving district board of education.

(cf: P.L.1996, c.103, s.1)