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**The Somerset Hills School District**  
**PUBLIC INPUT & ACTION MEETING MINUTES – February 15, 2017**

**Call to Order & Welcome**

Mr. Palma called the meeting to order at 6:00pm

**Pledge of Allegiance****Roll Call**

Present:		Absent:	Also Present:
Mr. Baker	Mr. Palma	Mr. McDonald	Frances Wood
Ms. Burch (6:25pm)	Ms. Sooy		Jennifer Shouffler
Mr. DiGioacchino	Mrs. Tober		Nancy Lee Hunter
Mrs. Hoppe	Ms. Virtue		
Mrs. Leiss			

**Executive Session**

At 6:00pm Mr. Palma 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: Student Matters, Litigation, and Personnel.

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. The Board returned to public session at 7:30pm.

**Correspondence**

None

**Report of the Superintendent**

1. Student/Staff Recognition

- Swim Coach, Ed Tsuzuki, was present to recognize senior Ryan VanDijk for achieving a BHS record in the 100 Breaststroke
- Fred Trumpy, BHS music teacher, recognized Jennifer Rupert for being selected as a member of the NJ Region All State Symphonic Band
- Bernardsville Middle School teachers, Judi Martin, Lori Wisniewski & Patricia McMillan, presented the Patriot’s Pen award to:
  - Grade 6 - Nathaniel Courter Schmerler
  - Grade 7 - Bridget Khanh-Lim
  - Grade 8 - Anna Gunning
- Bernards High School teachers, Angela Cerza & Kelly Clark, presented the Voice of Democracy award to:

Grade 9 - Lauren Sugarmann  
 Grade 10 - Elyse Reed  
 Grade 11 - Nicholas Iskra  
 Grade 12 - Jack Topping

2. Student Representative Report - Frederick Ludtke gave an update on student activities, academics and athletics. Mr. Ludtke made a point to praise the student/faculty advisors who go above and beyond for BHS students.
3. Academic Report:  
 Jennifer Shouffler, Assistant Superintendent for Curriculum and Instruction, Gretchen Dempsey, BMS Principal, Dana Rosen, Supervisor for Language Arts Literacy, and teachers Susan Fischer, Reading Specialist, Kristene Tresslar, 7th grade, and Dawn Russo, 5th grade gave an informative PowerPoint presentation about Columbia Teachers College. All expressed enthusiasm for the effectiveness of the program.

### Public Questions & Comments

Jennifer Giordano Superintendent of Bedminster Public School, asked the Board to consider all stakeholders when developing the calendar. The new professional half days create some issues in Bedminster.

### Approval of Minutes\*

Action 1. Approval of Minutes  
Resolution Mr. DiGiacchino moved, seconded by Mr. Baker, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes, as amended, for January 18, 2017. Minutes were approved by a roll call vote of 8-0-1.

Action 2. Approval of Minutes  
Resolution Mr. DiGiacchino moved, seconded by Mr. Baker, that the Somerset Hills Board of Education approve the Public Input & Action meeting minutes for the Special Meeting with Bedminster Township School District January 25, 2017. Minutes were approved by a roll call vote of 8-0-1.

### Finance

- A. Mr. Baker gave the report. The committee met on February 2, 2017 and February 14, 2017. Mr. Baker discussed the Bedminster tuition.
- B. Mr. Baker moved and Mr. DiGiacchino seconded Finance items #1-8.  
 Ms. Burch moved and Ms. Sooy seconded to table item #6. Motion was approved unanimously.  
 Items #1-5 were approved by a roll call vote of 9-0. Items #7 & 8 were approved by a roll call vote of 8-0, with Mrs. Tober abstaining on item #7.

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 January, 2017 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	5,394,537.96	5,394,537.96
(20) Special Revenue Fund	10,152.11	10,152.11
(30) Capital Projects Fund	2,267,544.51	2,267,544.51

(40)Debt Service Fund	647,476.52	647,476.52
Total Government Funds	8,319,711.10	8,319,711.10

(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  
Resolution

2. Approve 2016-2017 Budget Transfers\*

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

Action  
Resolution

3. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register for the month of January 2017 covering in the amount of \$5,037,192.70 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	\$3,444,785.10
(20) Special Revenue Fund	\$146,204.12
(30) Capital Projects Fund	\$378,629.02
(40) Debt Service Fund	0
(60) Cafeteria Fund	\$383.80
(90) Agency Fund	\$1,067,190.66
<b>TOTAL</b>	<b>\$5,037,192.70</b>

Action  
Resolution

4. Approve Parent Organization Fundraiser\*

Resolved, that the Somerset Hills Board of Education approve the following parent organization fundraiser for the 2016-2017 school year:

Organization	School	Event	Date
a) Fencing Team	BHS	Gift basket raffle at banquet	March 12, 2017
b) Girls Lacrosse	BHS	Burger Night at the Claremont Tavern	March 30, 2017
c) Laxbackers	BHS	House party for parents on the boys Lacrosse Team	March 10, 2017

Action  
Resolution

5. Approve Retro Payment\*

Resolved, that the Somerset Hills Board of Education approve payment for the health care benefit waiver for Employee # 009391 retroactive from September 1, 2016.

Action  
Resolution

6. Approve Budgeted Bedminster Tuition Rate\* **(TABLED)**

Resolved, that the Somerset Hills Board of Education approve the budgeted tuition rate for 2017/18 Bedminster students at Bernards High School in the amount of \$17,500.00.

Action 7. Approve Parent Organization Fundraiser

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

Organization	School	Event	Date
HSA	BES	Moms Night Out at the Old Mill Inn	April 27, 2017

Action 8. Accept Donation

Resolution Resolved, that the Somerset Hills Board of Education accept a donation of a Wurlitzer upright piano from Ms. Surman of Bernardsville NJ to be used at Bernardsville Middle School.

Curriculum

A. The Committee met on February 7, 2017; Ms. Virtue gave the report.

B. Ms. Virtue moved items # 1-3; Mrs. Hoppe seconded. Items #1 and 3 were approved by a roll call vote of 8-0; Item #2 was approved by a roll call vote of 9-0.

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) BMS	Special Ed class- Bernardsville Post Office	Mar 8	4	3	0
b) BMS	Special Ed class- Bernardsville Train Station to Far Hills station	Mar 23	4	3	0
c) BMS	Special Ed class- Natirar Park	Apr 6 (4/19, 4/20 rain dates)	4	3	0
d) BMS	Special Ed class- Turtle Back Zoo- W.Orange	May 18	4	3	0
e) BMS	7th Grade Class- Old Town Philadelphia	June 6	135	10	7

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	Accuplacer Test - RVCC	Jan 24	1	1	0
b) BHS	Eng IV, no letter classes - Guest readers for Bedwell Read Across America	Mar 2	17	2	0
c) BHS	Jazz Ensemble- Duke Ellington Jazz Festival Performance- Philadelphia	Mar 14	22	1	1
d) BHS	Jazz Ensemble- Livingston HS Jazz Festival Performance	April 1 (Sat)	22	1	1
e) BHS	WL Poetry Contest Participants- Wm Patterson Univ,	May 18	16	2	0

**Action** 3. Approve Professional Development**Resolution** Resolved, that the Somerset Hills Board of Education approve the following professional development:

<b>School</b>	<b>Name</b>	<b>Workshop/Conference</b>	<b>Est. Cost</b>	<b>Date</b>
a) BES	Berardi, Anne	Pediatric Physical Assessment- Monmouth Univ- W. Long Branch, NJ	\$95.00	Feb. 25 (Sat)
b) BES	Brooten,Darcey	Presenting at NJ Council for Social Studies- Time, Place and Citizenship - Rutgers	\$39.00	Mar. 14
c) BES	Crowley, Sue	Winners 2017 (books published in 2016 for K-6) - Whippany	\$209.00	May 12
d) BES	Och, Laurie	Lesson Study Annual Conf.- Chicago	\$1,026.00	May 11-12
e) BES	Paterno, Amy	NJAHPERD Convention- Long Branch	\$155.65	Feb. 27
f) BES	Vu, Truc-Lan	Lesson Study Annual Conf.- Chicago	\$1,026.00	May 11-12
g) BHS	Cerza, Angela	AP Psychology Reading- Tampa, FL	\$600	June 12- 16
h) BHS	Corbett,Michael	SC Assistant Principals Roundtable	0	Feb. 3
i) BHS	Corbett, Michael	Bomb Threat Assessment, Awareness and Response-Clinton Twp Middle School	0	Feb. 16
j) BHS	Ellis, Amanda	Vanderbilt Counselor Conference- Nashville	\$157.40	April 4-6
k) BHS	Falk, Lisa	Research Based Vocabulary Instruction for ELLs- Washington,DC	\$948.00 Paid through Title III Grant	May 11 & 12
l) BHS	Falk, Lisa	Presenting on the Education of Students with Interrupted Formal Education - New Brunswick	\$249.00	June 1-2
m) BHS	Falletta, LuAnn	PreCalculus Teaching Ideas- Rutgers	\$165.00	Mar. 17
n)BHS	Falzarano, Jeff	NJ Writing Alliance Conference- W.Orange	\$13.02`	Mar 8
o) BHS	Ferrara, Jim	AP STEM Roundtable-Randolph HS	0	Feb. 7
p)BHS	Ferrara, Jim	AP Physics Reading - Kansas City, MO	0	May 29- June 9
q) BHS	Garay, Janet	Research Based Vocabulary Instruction for ELLs - Washington, DC	\$2,118.19 Paid through Title III Grant	May 11 & 12
r) BHS	Garay, Janet	Presenting on the Education of Students with Interrupted Formal Education - New Brunswick	\$249.00	June 1-2
s) BHS	Gray, Paula	PreCalculus Teaching Ideas- Rutgers	\$165.00	Mar. 17
t) BHS	Hoppe, Mike	VP Meeting- Montgomery HS	\$16.12	Feb. 3 (am)
u) BHS	Hoppe, Mike	Wide World of Sports-Baseball/Boys LAX training - Orlando	\$1,683.89	Mar.16- 19
v) BHS	Hunkele, Heather	NJ Writing Alliance Conference- W.Orange	0	Mar. 8
w) BHS	Hunkele, Heather	Columbia Scholastic Press Assoc Conv.- Newspaper & Yearbook Training & Development-NYC	\$188.00	Mar 16-17

x) BHS	Kaplan, Dan	“The Reconstruction Era and the Fragility of Democracy”- NYC	\$292.00	Mar. 9-10
y) BHS	O’Brien, Janice	NJ Writing Alliance Conference- W.Orange	\$8.06	Mar 8
z) BHS	O’Brien, Janice	Columbia Scholastic Press Assoc Conv.- Yearbook Training & Development-NYC	\$188.00	Mar 16-17
aa) BMS	Calabrese, Eric	NJ Council for Social Studies - Teaching Time, Place & Citizenship -Rutgers	\$60.60	Mar. 14
bb) BMS	Dempsey, Gretchen	SC Principal’s Roundtable- Somerville	0	2/23, 3/23, 4/27, 5/25, 6/22
cc) BMS	Lacotta, Kathy	National Art Education Assn National Convention,. NYC	\$195.00	Mar. 2-3
dd) BMS	Ryan, Suzanne	NJ State School Nurse Assoc Annual Conf. - Iselin	\$269.00	Mar. 25 (Sat)
ee) BMS/ BHS	Dokus, Sam	Glazier Atlantic City Football Clinic- concussion and injury prevention	\$32.00	Feb. 24
ff) BMS/ BHS	Dokus, Sam	“The Reconstruction Era and the Fragility of Democracy”- NYC	\$317.00	Mar. 9-10
gg) District	Ayers, Karen	Autism NJ Transition Conference - Woodbridge	\$112.02	May 1
hh) District	Catelli, Michael	K-6 Social Studies Conference- Rutgers	\$35.00	Mar. 14
ii) District	Kolmer, Grant	Lesson Study Annual Conf.- Chicago	\$993.00	May 11-12
jj) District	McDougal, Dan	NJ Buildings & Grounds Expo/Conf- Atlantic City	\$612.41	Mar.13- 15
kk) District	Worstell, Laura	NJ State School Nurse Assoc Annual Conf. - Iselin	\$206.00	Mar. 25 (Sat)
ll) BHS	Carmon, David	Glazier Atlantic City Football Clinic- concussion and injury prevention	0	Feb. 24
mm)BHS	Drew, Lisa	Traumatic Loss Coalition Meeting- Bridgewater	0	Mar 17
nn) BHS	Miranda, Jennifer	2017 Transition Conf.(transitioning students to post secondary life)-Woodbridge	\$113.63	May 1
oo) BHS	Sosely, Anna	NJ School Counselor Assn Conf-Kean Univ	\$35.00	Mar. 31
pp) BMS	Horowitz, Susan	Orthography (analyze word structure) - FDU Teaneck	\$125.68	Apr 1 (Sat)
qq) BMS	Wisniewski, Lori	K-6 NJ Council for Social Studies Conference- Rutgers	\$50.00	Mar. 14

### **Facilities & Operations**

A. The committee met on February 15, 2017; Mr. Palma gave the report. Mr. Palma stated that the F&O committee is making a recommendation to change the Facilities Use Policy. The Policy committee will need to review.

B. Mr. Palma moved and Mr. DiGioacchino seconded items #1 & 2. Item #1 was approved by a roll call vote of 8-0; item #2 was approved by a roll call vote of 8-1.

### **Action Resolution**

#### **1. HIB Report**

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on February 15, 2017 and upheld the findings and/or consequences recommended by the Superintendent.

- Action 2. Approve 2017-2018 School Calendar\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the calendar for the 2017-2018 school year (Draft 2).

**Policy**

- A. The committee did not meet this month.  
 B. Mr. Palma moved item #1, Mrs. Leiss seconded. Policy item #1 was approved by a roll call vote of 8-0.

- Action 1. First Reading  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of the following policies and regulations: (attachment)

Policy #	Title
a) 1510 P	Americans with Disabilities Act
b) 1510 R	Americans with Disabilities Act
c) 2415.30 P	Title 1 - Educational Stability for Children in Foster Care
d) 2418 P	Section 504 of The Rehabilitation Act of 1973 - Students
e) 2418 R	Section 504 of The Rehabilitation Act of 1973 - Students
f) 8330 P	Student Records
g) 8330 R	Student Records

**Personnel**

- A. Committee met on February 7, 2017. Mrs. Leiss gave the report.  
 B. Mrs. Leiss moved items #1-12, Ms. Sooy seconded. Items #1-7 were approved by a roll call vote of 8-0; Items #8-12 were approved by a roll call vote of 9-0.

- Action 1. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of the following employee:

Name	School	Position	Effective
Scherp, Lauren	BES	Special Education Paraprofessional	3/3/17

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

Name	School	Position	Replace	Level	Step	Salary	Effective
a) Terraglia, Cristina	BES	ABA Teacher	new	BA	1	\$52,990 (prorated)	2/3/17
b) Feldman, Katelyn	BES	Spanish Teacher	Dominguez	BA	1	\$52,990 (prorated)	3/1/17
c) Palmieri, Jeremy	BES	Physical Education Teacher	Wilkinson	BA	1	\$52,990 (prorated)	2/6/17

Action 3. 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	Replace	Level	Step	Salary	Effective
a) DaSilva, Stacie	BES	Special Education Paraprofessional	new	B	4	\$16.13/hour	1/26/17
b) Cherniak, Jessica	BMS	Special Education Paraprofessional	Felder	B	1	\$15.54/hour	1/24/17

Action 4. Approve Parenthood Leave

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

Name	School	Position	Date
Boylan, Kristen	BMS	Media Specialist	5/31/17 -9/1/2018

Action 5. Approve Staff Member Students

Resolution Resolved, that the Somerset Hills Board of Education approve the following children of staff members as district students for the 2016-2017 school year.

Grade K	Lauren Smith
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Action 6. Approve Co-Curricular Position

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

Name	School	Position	Stipend
Porter, Shane	BMS	Softball: Assistant Coach	\$2,733

Action 7. Amend Co-Curricular Positions

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

Name	School	Position	Stipend
a) Bracho, Diana	BMS	Student Council (3 months split)	\$417
b) Hartt, Brian	BMS	Student Council (3 months split/7 months full load)	\$2,361

Action 8. Rescind Co-Curricular Positions\*

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

Name	School	Position	Stipend
a) Patricia McMillian	BHS	Tennis: Boys Head Coach	\$7,200
b) Clark, Kelly	BHS	Assistant AD: Spring	\$3,800



Action 9. Approve Co-Curricular Position\*

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) Clark, Kelly	BHS	Tennis: Boys Head Coach	\$7,200
b) Palek, Timothy	BHS	Golf Assistant	\$2,500

Action 10. Rescind Overload Extension\*

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

Name	Subject/School	Overload	Length	Salary
Gray, Paula	Math - SIP/BHS	5 periods per week	MP3	\$4,476

Action 11. Approve Volunteers\*

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

Name	Volunteer
a) Froysland, Megan	BHS Softball Coach
b) Lan, Cameron	BHS Girls Lacrosse Coach
c) McMillan, Patricia	BHS Boys Tennis Coach
d) DeLeon, Zach	BHS Baseball Coach
e) Femenella, Matthew	BHS Boys Lacrosse Coach
f) Whitty, Dean	BHS Boys Lacrosse Coach
g) Grau, Jianna	BHS Spring Track Coach

Action 12. Approve Substitutes\*

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

Name	Substitute Position	Certification
a) Greenfield, Samuel	Teacher/Paraprofessional	Substitute Credential
b) Gabriele, Sharon	Nurse	RN License & Substitute Credential

Public Questions & Comments

1. Peter McCaffey, President of the Somerset Hills Little League, thanked the Board for considering reduction of fees for facilities use.
2. Melissa Provost, Vice President of Somerset Hills Little League Softball, also thanked the Board for consideration of reducing fees on facilities.
3. Bill Rosen, Treasurer of the Somerset Hills Little League, thanked the Board and Administration for looking into the policy.

Strategic Planning Committee

Mr. Palma gave the report. The committee is moving forward with dates to be announced shortly.

**Supplementary Matters**

Ms. Virtue read a letter she received regarding an extremely successful 1995 graduate of Bernards High School, Robin Marasco.

**Executive Session**

At 10:00pm Mr. DiGiacchino moved to return to 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 a Personnel matter.

And, be it further,

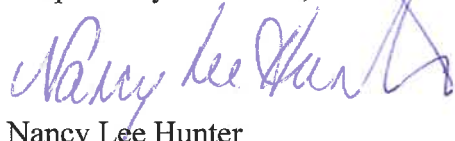
RESOLVED that the discussion in Executive Session be disclosed when the Board's consideration of the subject matter has been closed, or that such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

Ms. Burch seconded the motion. Dr. Wood, Ms. Shouffler and Mrs. Hunter left the meeting. The Board returned to public session at 10:35pm.

**Adjournment**

Mr. Palma moved to adjourn at 10:35pm; Ms. Virtue seconded. Motion was approved by a 9-0 vote.

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 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; 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.**