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**The Somerset Hills School District  
Regular Meeting Agenda –April 25, 2018  
Executive Session – 5:00 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
  - a) BMS Art Students
  - b) Justin Villani - Somerset County Wrestling Champion
2. Student Representative Report - John “Jack” Broderick

**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 March 26, 2018.

### **IX. Finance**

A. Committee Report & Discussion:

B. Action Items:

Action

1. Approve Final 2018-2019 Budget\*

Resolution

Resolved, that the Somerset Hills Board of Education approve for the 2018-2019 school year as approved by the Somerset County Executive Superintendent of Schools:

<b>2018-2019</b>	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
Total Expenditures	\$39,649,104	\$845,207	\$3,603,739	\$44,098,050
Less Anticipated Revenue	\$8,291,334	\$845,207	\$200,076	\$9,336,617
Taxes to be Raised	\$31,357,770	\$0	\$3,403,663	\$34,761,433

Action

2. Approve Capital Reserve Account Deposit\*

Resolution

Resolved that the Somerset Hills Board of Education approves a capital reserve deposit in the amount of \$150,000. The district intends to utilize these funds for funding of a generator at the Middle School and represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards necessary to achieve the New Jersey Student Learning Standards.

Action

3. Board Secretary & Treasurer Reports & Board Certification\*

Resolution

WHEREAS, the Board Secretary has received the Revised Reports of the Secretary and Treasurer for the month of January, 2018 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,477,805.28	\$6,420,626.08
Audit Adjustment	(57,179.20)	
(20) Special Revenue Fund	\$93,210.31	\$93,210.31
(30) Capital Projects Fund	\$769,697.41	\$769,697.41
(40) Debt Service Fund	\$749,579.22	\$749,579.22
Total Government Funds	\$8,033,113.02	\$8,033,113.02

(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

4. Board Secretary & Treasurer Reports & Board Certification\*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of February, 2018 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,183,960.13	\$6,183,960.13
(20) Special Revenue Fund	\$54,621.77	\$54,621.77
(30) Capital Projects Fund	\$753,302.95	\$753,302.95
(40)Debt Service Fund	\$997,948.47	\$997,948.47
Total Government Funds	\$7,989,833.32	\$7,989,833.32

(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

5. Board Secretary & Treasurer Reports & Board Certification\*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of March, 2018 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,074,386.98	\$6,074,386.98
(20) Special Revenue Fund	\$39,264.44	\$39,264.44
(30) Capital Projects Fund	\$1,241,055.68	\$1,241,055.68
(40)Debt Service Fund	\$(721,624.53)	\$(721,624.53)
Total Government Funds	\$6,633,082.57	\$6,633,082.57

(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

6. Approve 2017-2018 Budget Transfers\*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for March, 2018.

Action  
Resolution

7. Payment of Bills\*

WHEREAS, the Board Secretary has presented attached check registers 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>MARCH AMOUNT</b>	<b>APRIL AMOUNT</b>
(10) General Fund	\$1,234,885.91	\$2,425,165.60
(20) Special Revenue Fund	\$7,387.43	\$64,964.44
(30) Capital Projects Fund	\$0.00	\$51,126.30
(40) Debt Service Fund	\$0.00	\$0.00
(60) Cafeteria Fund	\$225.00	\$42,720.38
(90) Agency Fund	\$704,776.49	\$388,623.85
<b>TOTAL</b>	<b>\$1,947,274.83</b>	<b>\$2,972,600.57</b>

Action  
Resolution

8. Approve Contract with Direct Energy\*

Resolved that the Somerset Hills Board of Education approves a one-month contract with Direct Energy for the purchase of electric supply for the month of May at a cost of \$0.04843/kWh.

Action  
Resolution

2. Approve Contract with Mid-American\*

Resolved that the Somerset Hills Board of Education approves the contract with MidAmerican for the purchase of electric supply effective with the June 2018 meter reads through June 2021 at a cost not to exceed \$0.072522/kWh.

**X. Curriculum**

A. Committee Report & Discussion:

B. Action Items:

Action  
Resolution

1. Approve Field Trips

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

School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
BES	3rd & 4th Gr (OPT3) Liberty Science Center	June 11	24	3	0

Action  
Resolution

2. Approve Field Trips\*

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

School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
BHS	BHS Jazz Ensemble	Apr 21 (Sat)	20	2	0

Action  
Resolution

3. Approve Professional Development

Resolved, that the Somerset Hills Board of Education approve the following professional development:

School	Name	Workshop/Conference	Est. Cost	Date
a) BES	Crowley, Sue	Best Books-Winners Workshop- Whippany	\$209.00	May 18
b) BES	Somers, Diana	Observe Multi Sensory Group- Branchburg	0	May 21
c) BES	Zaborowski, Donna	Observe Multi Sensory Group- Branchburg	0	May 21
d) BHS	Drew, Lisa	Motivational Interviewing- Piscataway	\$225.73	May 9-10
e) BHS	LaBruno, Wendi	Brain Change for Stress, Anxiety, Trauma, Moods and Substance Abuse- Parsippany	\$207.74	May 21
f) BHS	Sosely, Anna	Information session for Bowdoin, U of Rochester and Bentley- Mt. Lakes	0	May 9
g) BHS	Szostak, David	AP Reading (Microeconomics)- Cincinnati	\$705.00	June 1-9
h) BMS	McGovern, Courtney	NJ Computer Science Summit on Diversity & Scalability-Rutgers	0	May 18
i) BMS	Mongo, Megan	Student Leadership Conf -transition for disabled students- RVCC	0	May 4
j) District	Ayres, Karen	Student Leadership Conf -transition for disabled students- RVCC	0	May 4
k) District	Ayres, Karen	Brain Change for Stress, Anxiety, Trauma, Moods and Substance Abuse- Parsippany	\$199.99	May 21
l) District	Butler, Coleen	Youth Empowerment Alliance School Support Network- Madison	0	May 16
m) District	Latzke, Sarah	Functional Accounting Part I & II Eatontown	0	May 9 & May 23
n) District	Stokes, Marianne	Functional Accounting Part I- Eatontown	\$33.36	May 9
o) District	Stokes, Marianne	Admin Asst. Program for BA Office-Rockaway, NJ	\$15.13	May 10
p) District	Stokes, Marianne	HR Personnel Review	\$33.36	May 16
q) District	Stokes, Marianne	Completing the Quarterly Pension Reports-Trenton	\$23.81	June 25
r) District	Brown, Ellen	HR Personnel Review	\$23.19	May 16
s) District	Butler, Coleen	Treating Anxiety Disorders in Children & Teens- Parsippany	\$439.99	May 7 & 8

Action Resolution 4. Approve Membership in New Jersey State Interscholastic Athletic Assoc.\*  
Resolved, that the Somerset Hills Board of Education approves membership by Bernards High School in the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

**XI. Facilities & Operations\***

- A. Committee Report & Discussion:  
B. Action Items:

**XII. Policy**

- A. Committee Report & Discussion:  
B. Action Items:

Action Resolution 1. Approval of Second Reading of Random Drug Testing Policy  
Resolved, that the Somerset Hills Board of Education approve the second reading of the following policy and regulation: Policy # Title 5131 Student Random Drug Testing

**XIII. Personnel**

- A. Committee Report & Discussion:  
B. Action Items:  
All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. Education Services Commission Representative  
Resolved, that the Somerset Hills Board of Education approve the appointment of Gretchen Dempsey to the Representative Assembly of the Educational Services Commission of New Jersey.

Action Resolution 2. Accept Resignation \*  
Resolved, that the Somerset Hills Board of Education accept the resignation of employee #8083, effective March 28, 2018.

Action Resolution 3. Approve Volunteer Coaches\*  
Resolved, that the Somerset Hills Board of Education approve the following volunteer coaches:

<b>Name</b>	<b>Sport</b>
a) Fanik, Celina	Girls Lacrosse
b) Goldstein, Neil	Girls Lacrosse

Action Resolution 4. Approve Parenthood Leave  
Resolved, that the Somerset Hills Board of Education approve the following parenthood leave for the 2018-2019 school year:

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Date</b>
a) Gelsinger, Allison	BES	Gr. 4	9/1/18 - start of third marking period
b) Grau, Jianna	BES	Gr. 3	9/7/18 - start of third marking period
c) McGorman, Kristin	BMS	Media Specialist	Extended to 6/30/19

Action 5. Accept ResignationResolution Resolved, that the Somerset Hills Board of Education accept the resignation of the following:

Name	School	Position	Date
a) DeGritis, Rebecca	BES	Part-time Paraprofessional	April 6, 2018
b) Walley, Joy	BHS	Part-time Paraprofessional	May 25, 2018

Action 6. Approve Appointment Non-Certified StaffResolution 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	Step	Salary	Effective
a) Guedez, Carol	BES	Part-time Paraprofessional	1	\$15.70/hr	3/28/18
b) Elsaba ,Mohamed	BES	Part-time Paraprofessional	1	\$15.70/hr	4/17/18
d) Calderon, Melissa	BMS	Leave Replacement	1	\$53,390, Prorated	4/30/18

Action 7. Approve Substitute\*Resolution Resolved, that the Somerset Hills Board of Education approve the following substitute:

Name	Position	Certification
a) Fernandez, Megan	Substitute Teacher	Substitute
b) Tulapol, Somchai	Substitute Custodian	n/a

Action 8. Approve Extended Substitute\*Resolution Resolved, that the Somerset Hills Board of Education approve the following extended assignment substitute for the 2017-2018 school year.

Name	Location	Substitute Position	Salary	Effective
Felber, Lorraine	BHS	Art	\$210/day	4/16/18-6/11/18

Action 9. Approve Overloads\*Resolution Resolved, that the Somerset Hills Board of Education approve the following BHS updated overload for the 2017-2018 school year.

Last Name	First Name	Overload Subject	Periods/week	Length	\$ Salary
a) Falzarano	Jeffery	English	5	Full Year	\$ 16,736
b) Camuto	Lisa	Math	5	Full Year	\$ 11,296
c) Koch	Kevin	Photoshop	5	Quarter	\$ 2666.04

Action 10. Approve Leave ReplacementResolution Resolved, that the Somerset Hills Board of Education approve Diane Dunay to continue for a second year as the the 2018-2019 leave replacement for Kirsten MacGorman (BMS, Media Specialist) at a salary of \$62,390 (Step 6).

**XIV.           Community Engagement****XV.            Public Questions & Comments****XVII.          Supplementary Matters****XVIII.        Adjournment****Resolutions:**

**\*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)