
**The Somerset Hills School District
Regular Meeting Agenda –March 21, 2018
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

Letter from HSA Representatives

Letter from Gretchen Dempsey

VI. Report of the Superintendent

A.

1. Student/Staff Recognition-
 - a. BMS Spelling Bee Champions
 - b. National Merit Scholarship Semi-Finalists
2. Academic Report
3. Student Representative Report - John “Jack” Broderick

B. Budget Presentation- the Business Administrator will present the 2018-2019 budget.

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*Action1. Approval of MinutesResolution

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for February 21, 2018.

IX. Finance

A. Committee Report & Discussion:

B. Action Items:

Action1. Approve Tentative 2018-2019 Budget*Resolution

Resolved, that the Somerset Hills Board of Education approve for the 2018-2019 school year and that the Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline and to make all necessary adjustments to the budget to comply with State regulations.

2018-2019	General Fund	Special Revenues	Debt Service	Total
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

And to advertise said tentative budget in the Bernardsville News or Courier News in accordance with the form suggested by the State Department of Education and according to law.

BE IT FURTHER RESOLVED, that a public hearing be held at Bernards High School, Bernardsville NJ on April 25, 2018 at 7:30 pm for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

Action2. 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 future capital projects.

Action 3. Approve Travel and Related Expense Reimbursement 2018-2019*
Resolution WHEREAS, the Somerset Hills Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and
 WHEREAS, N.J.A.C. 6A:23B-1.1 et.seq. Requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and
 WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and
 WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et.seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of district Travel and Reimbursement Forms; now THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et.seq. Education Out of District Travel and Reimbursement Forms; and BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$75,000.

Action 4. Approve 2017-2018 Budget Transfers*
Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for February, 2018.

Action 5. Payment of Bills*
Resolution 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:

FUND	FEBRUARY AMOUNT	MARCH AMOUNT
(10) General Fund	\$1,309,837.97	\$1,720,844.78
(20) Special Revenue Fund	\$11,663.95	\$45,791.00
(30) Capital Projects Fund	\$0.00	\$81,789.27
(40) Debt Service Fund	\$0.00	\$0.00
(60) Cafeteria Fund	\$0.00	\$0.00
(90) Agency Fund	\$701,035.54	\$358,319.41
TOTAL	\$2,022,537.46	\$2,206,744.46

Action 6. Approve Parent Organization Fundraiser
Resolution Resolved, that the Somerset Hills Board of Education approve the following parent organization fundraiser for the 2017-2018 school year:

Organization	School	Event	Date
Fencing Booster Club	BHS	End of year Fencing Sports Banquet, silent auction, basket raffle	Mar. 10

Action 7. Accept Class of 2017 Senior Award

Resolution Resolved, that the Somerset Hills Board of Education accept a donation in the amount of \$2,750 from the Project Graduation 2017 Committee to establish a yearly award to be given to a graduating senior at the senior award night. The amount of the award would be \$275.00 per year.

Action 8. Transportation for Professional Development Day April 9, 2018

Resolution Resolved, that the Somerset Hills Board of Education approve the following two SCESC buses on Delayed Opening school days at a total cost of \$247.50 for each day needed.

Peapack-Gladstone Train Station	Pick up at 8:50am	Cost: \$123.75
Far Hills Train Station	Pick up at 9:15am	Cost: \$123.75

Action 9. Approve Special Education Service Provider

Resolution Resolved, that the Somerset Hills Board of Education approve the following Special Education service provider for the 2017-2018 year and extended school year program:

Provider	Service	Location
A Caring Connection	Nursing Services	Westfield, N.J.
Assessments Counseling & Education Supports (ACES)	Evaluations and Counseling	Mountain Lakes, N.J.

Action 10. Approve Settlement Agreement

Resolution Resolved, that the Somerset Hills Board of Education approve the settlement agreement for Student #2032000.

Action 11. Approve Settlement Agreement *

Resolution Resolved, that the Somerset Hills Board of Education approve the settlement agreement for Student #2021109.

Action 12. Approve Transfer from Capital Reserve *

Resolution Resolved, that the Somerset Hills Board of Education approve the transfer of \$10,400 out of Capital Reserve to Capital Outlay for the construction of stairwell railings at the Bernardsville Middle School for the purpose of student safety.

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) BMS	Math Club- Math League Competition - Pingry	Mar. 28	5-10	1	0
b) BMS	Forensics Club- Forensics Competition-Long Valley MS	May 4	12-20	1	1

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	AP Environmental Science- Wastewater Treatment Facility- Bernardsville	Mar. 19	32	1	1
b) BHS	Special Ed Program- Royal Cleaners, Bernardsville	Mar. 29	7	3-4	
c) BHS	AP Computer Sci/AP Computer Principles- AppNexus-NYC	May 29	50	1	3

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

School	Name	Workshop/Conference	Est. Cost	Date
a) BES	Carey, Amanda	Teachers College-NYC- Writing about Reading	\$64.76	April 25
b) BMS	King, Brian	Climate and the Ocean- Princeton	\$\$300.00	July 9-13
c) BMS	Craver, Marcy	Creating Trauma Sensitive Schools- Bound Brook	\$10.79	April 4 (am)
d) BHS	Froysland, Megan	Varsity Softball Spring Training- Orlando	0	Mar. 15-16
e) BHS	O'Connor, Leslie	Sports Performance Course-NYC	\$614.50	Aug. 4 & 5
f) BHS	Murphy, Theresa	AP Summer Institute- Govt & Politics- Drew University	\$1014.78	Aug. 6-9
g) District	Vail, Peggy	Annual Cooperative Transportation Mtg- Piscataway	\$8.93	Apr. 10
h) District	Goguen, Heather	School Safety Specialist Training	0	June 25-28
i) District	Goguen, Heather	NJ School Business Officials Conf- Atlantic City	\$801.03	June 5-8
j) District	Butler, Brenda	Semi Program - Morris Plains	0	Apr. 9 (pm)
k) District	Latzke, Sarah	Semi Program - Morris Plains	0	Apr.9 (am)
l) District	Vaught, Teresa	Semi Program - Morris Plains	0	Apr. 9 (am)

XI. Facilities & Operations*

A. Committee Report & Discussion:

B. Action Items:

Action 1. HIB Report*Resolution Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on **March 21, 2018** and upheld the findings and/or consequences recommended by the Superintendent.Action 2. Approve Change Order*Resolution Resolved, that the Somerset Hills Board of Education approve a change order to increase the Accurate Construction contract for the BHS Media Center by \$1,641.00.Action 3. Approve Sale of Pro-Tech Turf Pusher*Resolution Resolved, that the Somerset Hills Board of Education approves the sale of the Pro-Tech Turf Pusher for the amount of \$2,000.00 to Paramus Board of Education.**XII. Policy**

A. Committee Report & Discussion:

B. Action Items:

Action 1. Public Hearing and Approval of First Reading of Random Drug Testing PolicyResolution Resolved, that the Somerset Hills Board of Education approve the first 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 1. Approve ObservationResolution Resolved, that the Somerset Hills Board of Education approve the following student observation for the 2017-2018 school year:

Student Observer	Program	Teacher	Date
Fischer, Taylor	MA in Spec Ed	Various for 4 sessions	TBD

Action 2. Approve Parenthood LeaveResolution Resolved, that the Somerset Hills Board of Education approve the following parenthood leave for the 2018-2019 school year:

Name	School	Position	Date
a) Heydt, Jaimie	BMS	Special Education	5/14/18 - 11/26/18
b) Camuto, Lisa	BHS	Math	9/1/18 to beginning of third marking period

Action 3. 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	Level	Step	Salary	Effective
Shimko, Maria	BES	Part-Time Special Education Paraprofessional		1	\$15.70/hr	3/26/18

Action 4. Approve Resignation

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

Name	School	Position
Sorge, Melissa	BMS	Reading Specialist

Action 5. Amend Start Date

Resolution Resolved, that the Somerset Hills Board of Education amend the start date for:

Employee	Position	Change
a) Stokes, Marianne	Business Office Assistant-Payroll	from March 19 to March 1, 2018
b) Williams, Caroline	BHS-Social Studies - Leave Replacement	From March 19 to March 16, 2018

Action 6. Accept Retirement

Resolution Resolved, that the Somerset Hills Board of Education accept the following retirements, effective June 30, 2018.

Employee	School	Position	Years of Service
a) Flynn, Kimberly	BMS	Language Arts	17
b) Fulton, Cynthia	BES	Grade 1	11

Action 7. Approve the Attainment of Superintendent's Merit Goal

Resolution Resolved, that the Somerset Hills Board of Education, with the approval of the County Superintendent, approve the Superintendent's Quantitative Merit Goal.

XIV. Public Questions & Comments

XV. Strategic Plan

XVI. Supplementary Matters

XVII. 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)