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**The Somerset Hills School District  
Regular Meeting Agenda –January 17, 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**

**VI. Report of the Superintendent**

1. Student/Staff Recognition
2. Academic Report
3. 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 December 13, 2017 and January 3, 2018.

### 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 MONTH, YEAR showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,750,651.43	
(20) Special Revenue Fund	(\$94,966.60)	
(30) Capital Projects Fund	\$769,779.83	
(40)Debt Service Fund	\$495,072.22	
Total Government Funds	\$7,920,536.88	

(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 December, 2017.

#### Action

#### 3. 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:

<b>FUND</b>	<b>AMOUNT</b>
(10) General Fund	\$2,873,320.57
(20) Special Revenue Fund	\$16,415.31
(30) Capital Projects Fund	\$4957.20
(40) Debt Service Fund	\$0
(60) Cafeteria Fund	\$50,285.86
(90) Agency Fund	\$1,055,958.60
<b>TOTAL</b>	<b>\$4,000,937.54</b>

Action 4. Approve Non-Public Security Aid

Resolution Resolved, that the Somerset Hills Board of Education approve the following non-public security aid for 2016-2017 school year:

<b>School</b>	<b>Quantity</b>	<b>Description</b>	<b>Total</b>
School of St. Elizabeth	5	Provide Install (5) Conventional CO Detectors	
School of St. Elizabeth	5	Provide Install (5) Monitor Modules	
School of St. Elizabeth	1	Provide Install Booster Power Supply to power CO Detectors	
School of St. Elizabeth	1	Program and Test Devices	
		<b>TOTAL:</b>	<b>\$3,332.40</b>

Action 5. Approve Special Education School

Resolution Resolved, that the Somerset Hills Board of Education approve the following special education school for the 2017-2018 school year and Extended School Year:

<b>Student ID</b>	<b>Provider</b>	<b>Tuition</b>	<b>Location</b>
5896832951	Montgomery Academy	\$44,127	Basking Ridge, NJ

## **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	Gr. 3- Environmental Ed Center-Basking Ridge: Klebaur/Grau Sheehan/O'Day Brooten/Kostelak/Forsythe	April 26 May 1 May 2	36 36 39	3 3-4 6	6 6 7
b) BES	Gr. 2- Fairview Farm, Bedminster	May 15 (raindate:5/16)	115	12	18
c) BES	Gr. 4- Bronx Zoo	June 4	112	8	20
d) BMS	Gr. 6- Adventure Aquarium & Battleship NJ, Camden	Apr. 23	147	8	10

Action 2. 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) BHS	AP World History- Princeton Art Museum	Feb. 27	14	1	0
b) BHS	Special Ed-Arthur Murray Dance Studio-Hillsborough	Jan. 31	8	2	1
c) BHS	Special Ed-Chester Diner & Adam's Pet Safari	Feb. 6	7	5	0
d) BHS	Special Ed-Arthur Murray Dance Studio-Hillsborough	Feb. 9	8	2	1
e) BHS	Special Ed-Michaels & ShopRite (Bridgewater & Bernardsville)	Feb. 22	7	4	0
f) BHS	Special Ed-Michaels & ShopRite (Bridgewater & Bernardsville)	Mar. 29	7	4	0
g) BHS	Special Ed-Michaels & ShopRite (Bridgewater & Bernardsville)	April 26	7	4	0
h) BHS	Special Ed-Michaels & ShopRite (Bridgewater & Bernardsville)	May 31	7	4	0
i) BHS	English Poetry Out Loud-Poetry Competition- Morristown	Feb. 12	22	2	0

Action 3. Approve Professional DevelopmentResolution 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	Anthony, Lydia	NJ Music Education Assn Conf- E. Brunswick	\$221.00\$	Feb. 22-23
b) BES	Berardi, Anne	NJ State School Nurses Assn Spring Conf. - Princeton	\$199.00	Mar. 17 (Sat)
c) BES	Gelsinger, Allison	Teachers College NYC- Historical Fiction Festival	0	Apr. 16
d) BES	Kusnic, Cassandra	Teachers College NYC- Phonics Support	0	Feb. 2
e) BES	Kostelak, Andrea	Teachers College NYC- Phonics Support	\$84.00	Feb. 2
f) BMS	Byers, Francie	Teachers College NYC- Close Reading	\$59.14	Jan. 31
g) BMS	Dempsey, Gretchen	Articulate with MS Principals	0	Jan. 11 Mar. 6
h) BMS	Dempsey, Gretchen	Participate in Instructional Rounds- Watchung Hills HS	0	Jan. 24
i) BMS	Habermas, Chris	United Soccer Coaches Conv.- Philadelphia	\$330.00	Jan. 18-19
j) BMS	Horowitz, Susan	NJ International Dyslexia Assoc. Winter Institute- Clark, NJ	\$89.00	Feb. 2 (Sat.)
k) BMS	Snyder, Jason	NJ Music Educators Assoc. Conf- New Brunswick	\$170.00	Feb. 23

l) BHS	Falletta, LuAnn	Computer Science Roundtable- Bridgewater	0	Feb. 13
m) BHS	Falletta, LuAnn	AP Calculus Roundtable- Mt. Lakes	0	Jan. 26
n) BHS	Gray, Paula	AP Calculus Roundtable- Mt. Lakes	0	Jan. 26
o) BHS	Gray, Paula	AP STEM Roundtable - Rockaway Twp	0	Mar. 2
p) BHS	Gray, Paula	PreCalc Conference- Rutgers	0	Mar. 16
q) District	Butler, Coleen	Visit CTE Program- Vernon Schools	0	Jan. 16
r) District	Drew, Lisa	Preventing Teen Suicide- Parlin, NJ	\$99.09	Feb. 9
s) District	McDougal, Dan	NJ School Buildings & Grounds Assn,- Newton 1/24, 2/28, 3/28, 4/25, 5/23, 6/13	0	See dates
t) District	Shouffler, Jennifer	Visit CTE Program- Vernon Schools	\$31.62	Jan. 16
u) District	Vail, Peggy	School Transportation Supv. Regional Mtg- Woodbury, NJ	\$54.19	Jan. 17

**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 **January 17, 2018** and upheld the findings and/or consequences recommended by the Superintendent.

Action  
Resolution2. Approve Change Order\*

Resolved, that the Somerset Hills Board of Education approve a change order to decrease the H&S contract for the BHS Media Center by \$3,402.77.

**XII. Policy**

A. Committee Report &amp; Discussion:

B. Action Items:

**XIII. Personnel**

A. Committee Report &amp; Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action  
Resolution1. Approve Observation

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

Student Observer	Program	Teacher	Date
Rivera, Fernando	Elementary K-6	Jessica d'Anunciacao	January 2018

Action  
Resolution2. Rescind Co-Curricular Positions

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

Name	School	Position	Stipend
a) Heydt, Jaimie	BMS	Softball: Head	\$4,205
b) Porter, Shane	BMS	Softball: Assistant	\$2,733

Action 3. 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
a) Fulton, Cindy	BES	Homework Club	\$59.11/hour
b) Grau, Jianna	BES	Homework Club	\$59.11/hour
c) Brooten, Darcey	BES	Homework Club	\$59.11/hour
d) Rokosky, Debbie	BES	Homework Club	\$59.11/hour
e) Kotz, Lisa	BES	Homework Club	\$59.11/hour
f) LaBruno, Wendi	BES	Homework Club	\$59.11/hour
g) Heppes, Laurie	BES	Homework Club	\$59.11/hour
h) Singsingkhram, Khambone	BES	Lead Custodian	\$3,500
i) Porter, Shane	BMS	Softball: Head	\$4,205
j) Heydt, Jaimie	BMS	Softball: Assistant	\$2,733

Action 4. 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	Level/Step	Salary	Effective
a) Kirchner, Karil	BES	Special Education Paraprofessional	new	B1	\$15.70/hour	1/2/18
b) Morales, Kyle	BES	Custodian	Miles	B1	\$28,139	1/2/18

Action 5. Accept Resignation\*

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

Name	School	Position	Effective
Mehan, Kathleen	Olcott	Human Resource Specialist	2/9/18

Action 6. 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
h) Marino, Matthew	BHS	Musical: Spring Asst. Director	\$2,225

Action 7. 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
Maxwell, Dorothea	World Language

Action 8. Approve Student Teacher\*

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

Student Teacher	School	Subject	Mentor	Date
Locatelli, Thomas	BHS	PE/Health	Joseph Milde	January - May 2018

Action 9. Approve Family Medical Leave of Absence\*

Resolution Resolved, that the Somerset Hills Board of Education approve the following family medical leave of absence for the 2017-2018 school year:

Name	School	Position	Start Date	End Date
Ellis, Amanda	BHS	Guidance Counselor	1/8/18	2/2/18

Action 10. Approve Extended Assignment Substitute\*

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

Name	Substitute Position	Replace	Salary	Date
Lampa, Patricia	Extended Assignment Substitute	Amanda Ellis	\$210/day	1/8/18 - 2/2/18

Action 11. Approve School Safety Specialist\*

Resolution Resolved, that the Somerset Hills Board of Education approve Heather Goguen as the School Safety Specialist.

Action 12. Approve Substitute\*

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

Name	Substitute Position	Certification
Franco, Jhonny	Custodian	n/a

**XIV. Community Engagement Committee****XV. Public Questions & Comments****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)