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**The Somerset Hills School District**  
**Regular Meeting Agenda –August 29, 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**

Scholarship thank you letters

**VI. Report of the Superintendent**

1. Mr. Sachin Shrestha - Dunkin’ Donuts representative

**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

#### 1. Approval of Minutes\*

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for June 13, 2018, June 20, 2018, July 11, 2018, and August 1, 2018.

### IX. Finance

#### A. Committee Report & Discussion:

#### B. Action Items:

#### 1. Board Secretary & Treasurer Reports & Board Certification\*

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

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$4,891,449.24	\$4,891,449.24
(20) Special Revenue Fund	\$70,023.62	\$70,023.62
(30) Capital Projects Fund	\$1,162,480.43	\$1,162,480.43
(40)Debt Service Fund	\$41,897.47	\$41,897.47
Total Government Funds	\$6,165,850.76	\$6,165,850.76

(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.

#### 2. Approve 2018-2019 Budget Transfers\*

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

#### 3. 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>AMOUNT</b>
(10) General Fund	\$4,199,737.21
(20) Special Revenue Fund	\$54,052.22
(30) Capital Projects Fund	\$26,573.53
(40) Debt Service Fund	0
(60) Cafeteria Fund	\$91,427.13
(90) Agency Fund	\$1,085,153.73
<b>TOTAL</b>	<b>\$5,456,943.82</b>

4. Approve Joint Transportation Agreements\*

Resolved, that the Somerset Hills Board of Education approve the following joint transportation agreements for the following townships for the 2018-2019 school year:

<b>District</b>	<b>Service</b>	<b>Cost</b>
b) Branchburg Township Board of Education	Transportation to and from Celebrate the Children, Denville NJ	\$33,672.00

5. Approve Tuition\*

Resolved, that the Somerset Hills Board of Education approve the following tuition rates for the 2018-2019 school year.

<b>Grade Level</b>	<b>Tuition</b>
9-12	\$18,300.00

6. Approve Tuition

Resolved, that the Somerset Hills Board of Education approve the following tuition rates for the 2018-2019 school year.

<b>Grade Level</b>	<b>Tuition</b>
K	\$13,565.00
1-4	\$12,680.00
5-8	\$16,670.00

7. Approve Non-Public Security & Technology Aid

Resolved, that the Somerset Hills Board of Education approve the following 2018-2019 NJ Non-Public Security and Technology Aid spending:

<b>School</b>	<b>Quantity</b>	<b>Description</b>	<b>Unit Price</b>	<b>Total</b>
School of Saint Elizabeth	15	Acer Spin II Chromebook w/Stylus	\$397.00	\$5955.00
	13	Google Chrome Mgmt Console License	\$ 25.50	\$ 331.50
School of Saint Elizabeth	1	PA System Troubleshooting and New Distributed Audio System for Gym, Nurse's and IT Office		\$2,900.00
		Shipping & Handling		\$ 192.13

Far Hills Country Day	26	HP Chromebook x360 11 G1-Education Edition	\$332.16	\$8636.16
	11	Google Chrome Console Licenses	\$26.00	\$ 286.00
Far Hills Country Day	3	HP Chromebook x360 11 G1-Education Edition	\$328.84	\$986.52
	3	Google Chrome Console Licenses	25.50	\$ 76.50
Total Non-Public Aid				\$19,363.81

8. Approve Revised Board Secretary Tax Request Authorization: Borough of Bernardsville  
 Resolved, that the amount of taxes hereby certified as \$23,570,111.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2018-2019 school year from the Borough of Bernardsville and, be it further  
 Resolved, that the amount of taxes hereby certified as \$2,558,368.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2018-2019 school year from the Borough of Bernardsville, and, be it further  
 Resolved, that the Borough of Bernardsville is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
August	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
September	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
October	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
November	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
December	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
January	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
February	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
March	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
April	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
May	\$ 1,964,176.00	\$ 213,197.33	\$ 2,177,373.33
June	\$ 1,964,175.00	\$ 213,197.37	\$ 2,177,372.37
<b>Total</b>	<b>\$ 23,570,111.00</b>	<b>\$ 2,558,368.00</b>	<b>\$ 26,128,479.00</b>

9. Approve Revised Board Secretary Tax Request Authorization: Borough of Far Hills  
 Resolved, that the amount of taxes hereby certified as \$1,839,941.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2018-2019 school year from the Borough of Far Hills and, be it further  
 Resolved, that the amount of taxes hereby certified as \$199,713.00 for the Debt Service Fund in the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2018-2019 school year from the Borough of Far Hills , and, be it further  
 Resolved, that the Borough of Far Hills is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$153,328.42	\$16,642.75	\$169,971.17
August	\$153,328.42	\$16,642.75	\$169,971.17
September	\$153,328.42	\$16,642.75	\$169,971.17
October	\$153,328.42	\$16,642.75	\$169,971.17
November	\$153,328.42	\$16,642.75	\$169,971.17
December	\$153,328.42	\$16,642.75	\$169,971.17
January	\$153,328.42	\$16,642.75	\$169,971.17
February	\$153,328.42	\$16,642.75	\$169,971.17
March	\$153,328.42	\$16,642.75	\$169,971.17
April	\$153,328.42	\$16,642.75	\$169,971.17
May	\$153,328.42	\$16,642.75	\$169,971.17
June	\$153,328.38	\$16,642.75	\$169,971.13
<b>Total</b>	<b>\$1,839,941.00</b>	<b>\$199,713.00</b>	<b>\$2,039,654.00</b>

10. Approve Revised Board Secretary Tax Request Authorization: Borough of Peapack-Gladstone

Resolved, that the amount of taxes hereby certified as \$5,947,718.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2018-2019 school year from the Borough of Peapack/Gladstone and, be it further Resolved, that the amount of taxes hereby certified as \$645,582.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2018-2019 school years from the Borough of Peapack/Gladstone, and, be it further Resolved, that the Borough of Peapack/Gladstone is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$495,643.00	\$53,798.50	\$549,441.50
August	\$495,643.00	\$53,798.50	\$549,441.50
September	\$495,643.00	\$53,798.50	\$549,441.50
October	\$495,643.00	\$53,798.50	\$549,441.50
November	\$495,643.00	\$53,798.50	\$549,441.50
December	\$495,643.00	\$53,799.50	\$549,442.50
January	\$495,643.00	\$53,798.50	\$549,441.50
February	\$495,643.00	\$53,798.50	\$549,441.50
March	\$495,643.00	\$53,798.50	\$549,441.50
April	\$495,643.00	\$53,798.50	\$549,441.50
May	\$495,644.00	\$53,798.50	\$549,441.50
June	\$495,644.00	\$53,797.50	\$549,442.50
<b>Total</b>	<b>\$5,947,718.00</b>	<b>\$645,582.00</b>	<b>\$6,593,300.00</b>

11. Approve Appropriation of Additional State Aid from 2018-2019 into 2019-2020 Budget  
Resolved, that the Somerset Hills Board of Education defer the use and approve the appropriation of additional state aid of \$214,620 as Assigned Fund Balance - Designated for Subsequent Year's Expenditures for use in 2019-2020.

12. Approve Parent Organization Fundraiser \*

Resolved, that the Somerset Hills Board of Education approve the following parent organization fundraisers for the 2018-2019 school year:

<b>Organization</b>	<b>School</b>	<b>Event</b>	<b>Date</b>
Cheerleading	BHS	Canning at Kings	TBD
Cheerleading	BHS	Elite Fundraising Cookie Dough sale	TBD
Class of 2021	BHS	Luncheon at Bistro Restaurant	October

13. Approve Parent Organization Fundraiser

Resolved, that the Somerset Hills Board of Education approve the following parent organization fundraisers for the 2018-2019 school year:

<b>Organization</b>	<b>School</b>	<b>Event</b>	<b>Date</b>
HSA	BES	Ladies Night out	TBD
HSA	BES	Celebration Books	Year Long
HSA	BES	Box Tops	10/26, 1/25, 5/24
HSA	BES	Book Fair	11/1
HSA	BES	Bedwell Artists and Legacy Tile	6/7-3/20
HSA	BES	Bingo Night	3/29
HSA	BES	Gertrude Hawk	April 2019
HSA	BES	Penny Wars	2/4-2/8
HSA	BES	Pie Sale	11/20
HSA	BES	Read-a-thon	3/4 - 3/8
HSA	BES	Spirit Wear	Year Long
HSA	BES	School Supplies	May/August
HSA	BES	Holiday Weekend	12/1
HSA	BES	Giving Tree	9/20-9/25
HSA	BES	Yearbook	1/7
HSA	BES	Bulb Sale	9/7-9/28
HSA	BES	Sale of Family Directory	September
HSA	BES	Back to school night after party	9/25
HSA	BMS	Car Wash & Bake Sale	9/22/18
HSA	BMS	8th Gr. Wreath Sale	9/26/18

14. Approve ESEA-ESSA Title 3

Resolved, that the Somerset Hills Board of Education authorizes application and approves amended funds for the 2018-2019 school year for the ESEA-ESSA Title 3 to \$15,476.

15. Approve Settlement Agreements

Resolved, that the Somerset Hills Board of Education approve the following settlement agreements for the 2018-2019 school year:

Student # 2022072	\$75,396
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16. Approve NJ Office of Fiscal Accountability and Compliance Audit Report\*

Resolved, that the Somerset Hills Board of Education approves and accepts the report of the Review of the District Report of Transported Resident Students as of October 14, 2016 and Review of Extraordinary Aid for Special Education Costs- FY 2016-2017, Chapter 192/192 Project completion Report- FY 2016-2017, OFAC Case #SAUU-3-18.

17. Approve Corrective Action Plan for NJ Office of Fiscal Accountability and Compliance Audit Report\*

Resolved, that the Somerset Hills Board of Education approves and accepts the Corrective Action Plan addressing the findings as a result of the NJ OFAC Report, Case #SAUU-3-18. *(Corrective Action Plan will be provided at meeting)*

18. Approve State Aid for Non-Public Schools

Resolved, that the Somerset Hills Board of Education approve the following state aid for non-public schools:

	Far Hills Country Day	School of St. Elizabeth
Nursing Service Aid	\$28,421.00	\$17,945.00
Security Aid	\$21,975.00	\$13,875.00
Technology Aid	\$10,548.00	\$ 6,660.00
Textbook Aid	\$15,646.00	\$ 9,879.00

19. Accept Donation

Resolved, that the Somerset Hills Board of Education accept a donation from the Bernardsville Dunkin' Donuts in the amount of \$2,000.

20. Approve 2018-2019 IDEA Grant

Resolved, that the Somerset Hills Board of Education authorizes application and approves funds for the 2018-2019 school year for the IDEA Federal Grant Allocation for as follows:

IDEA Basic:	\$425,578
IDEA Basic NP:	\$55,997
IDEA Preschool:	\$16,974

21. Approve AFS Student\*

Resolved, that the Somerset Hills Board of Education approves the acceptance of ST, an AFS student, to Bernards High School for the 2018-2019 school year.

**X. Curriculum**

A. Committee Report &amp; Discussion:

B. Action Items:

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
BHS	CBI Shopping Trip ESY- ShopRite	7/2, 7/9, 7/16, 7/23, 7/30	7	3	N/A
BHS	Marching Band Band Camp - Port Murray	8/28-8/31	36	4	N/A
BHS	Marching Band Competition- Somerville	10/6	36	4	N/A
BHS	Marching Band Competition - MetLife Stadium	10/13	36	4	N/A
BHS	Marching Band Performance - New York	10/8	36	4	N/A
BHS	Marching Back Competition - Stanhope	9/22	36	4	N/A
BHS	Photo Conference -Philadelphia	10/6	40	5	5
BHS	Madrigals Funplex - East Hanover	9/4	22	1	1
BHS	Madrigals Chichester Psalms Rehearsal - Basking Ridge	10/29	22	1	1
BHS	Madrigals Performance Pingry Basking Ridge	11/3-11/4	22	1	1
BHS	Madrigals Performance: Matheny, Roxiticus, B'ville Library, Peapack, Mendham, Bernardsville, Scotch Plains	12/11	22	1	1
BHS	Madrigals Performance United Reformed Church - Somerville	12/14	22	1	1
BHS	Madrigals #Inspired Event Montclair	3/23	22	1	1
BHS	Madrigals Kids for Kids NJ youth chorus - TBD	4/7	22	1	1
BHS	Special Ed Class - BES Garden	7/31	5	3	
BHS	Bernards Choir Performance and concert - New Orleans LA	1/30-2/3	80	4	2
BHS	Madrigals- Performance/ Recording-Rutgers New Brunswick	5/23	22	1	1



2. Approve Professional Development\*

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

School	Name	Workshop/Conference	Est. Cost	Date
District	Vaught, Teresa	Morris Union Jointure Commission - Student Services mtgs: 9/21, 10/11, 11/7, 12/14, 1/4, 2/2, 3/26, 5/3, 6/12	0	See list
District	Vaught, Teresa	Somerset County Directors of Special Services mtgs: 9/21, 10/19, 11/7, 12/7, 1/18, 2/22, 3/15, 4/12, 5/10, 6/7	0	See list
BHS	Gray, Paula	Present at Annual Association of Math Teachers NJ Conference - East Windsor, NJ	0	10/26/18
District	Dempsey, Gretchen	Morris Union Jointure - Board Meetings (am only): 9/20, 10/11, 11/15, 12/13, 1/10, 2/14, 3/7, 4/4, 5/2, 6/13- Warren, NJ	0	See list
District	Dempsey, Gretchen	Educational Services Commission of NJ (am only): 9/21, 10/19, 11/16, 12/14, 1/18, 2/22, 3/22, 5/3, 6/7 - Piscataway, NJ	0	See list
District	Dempsey, Gretchen	Somerset County Superintendent Roundtable: 9/14(am), 10/4, 10/5, 11/2(am), 12/14(am), 1/11(am), 2/8(am), 3/8(am), 4/12(am), 5/10(am), 6/14(am) - Bridgewater, NJ / Bethlehem, PA	0	See List
District	Dempsey, Gretchen	New Superintendent Academy: 8/21, 9/17, 11/19, 12/17, 1/7, 2/19 - Trenton, NJ	0	See List
District	Shouffler, Jen	GSAC1- County Meetings: 9/28, 10/26, 11/30, 12/14, 1/25, 2/22, 3/22, 4/26, 5/31 - Somerville, NJ	0	See List
District	Shouffler, Jen	Morris Union Jointure - Curriculum Meetings: 10/17, 12/5, 1/9, 3/13, 5/8 - New providence, NJ	0	See List
District	Fischer, Susan	TC, NYC - Making Data Based Decisions:	0	8/30/18
District	Fischer, Susan	Conference on reading and writing/speaking series: 10/26, 2/6, 1/15, 2/27, 3/22,-New Brunswick, NJ	\$699.00	See List
District	Goguen, Heather	NJASBO Professional Development Sessions: 9/27, 11/1, 11/29, 12/6, 1/15, 3/8, 3/21, and 4/11 - Rockaway, NJ	\$800.00	See List
District	Goguen, Heather	Somerset County ASBO Meetings: 9/21, 10/19, 11/16, 12/14, 1/18, 2/22,	0	See List

		3/29, 4/12, 5/17, and 6/5 (all afternoon meetings) - Bridgewater, NJ		
BHS	Catelli, Michael	New Jersey Social Studies supervisors association: 10/12, 1/18, 5/17- Monroe, NJ	0	See List
BHS	Michael Hoppe	Athletic Director Mtgs/Championship Games (TBD) (am) 8/29, 9/19, 10/5, 10/17, 12/5, 1/9, 2/13, 3/20, 4/17, 5/22, 6/5, 4/29(pm), 11/7 - Various, NJ	0	See List
BHS	Catelli, Michael	New Jersey Council of Social Studies Annual Conference - Piscataway, NJ	\$95.00	10/22/18
BHS	Worstell, Laura	Update information regarding Narcan, s/s of drug use- Martinsville, NJ	0	9/4/18
BHS	Connor, Anne	School Nurse Professional Development Program	0	9/4/18
BHS	Catelli, Michael	DOE meetings for county supervisors 9/25, 11/27, 1/22, 3/26, 5/21 - Somerville, NJ	0	See list
BHS	Worstell, Laura	School Health Update- Somerset, NJ	\$175.00	10/17/18
BHS	Connor, Anne	School Health Update - Somerset, NJ	\$175.00	10/17/18
BHS	Pair, Randall	New York Comic Con 2018, NY	\$130.24	10/4-10/5
District	Latzke, Sarah	Systems 3000 Personnel Training - Eatontown, NJ	\$40.59	9/19/18

#### 4. Approve Professional Development

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

School	Name	Workshop/Conference	Est. Cost	Date
BMS	Mongno, Megan	Demystifying Dyslexia: The Keys to Identification and Intervention - Somerset, NJ	\$235	9/21/18
BMS	Mongno, Megan	Managing Anxiety and Depression among students: moving forward without the struggle - Bridgewater, NJ	0	10/23/18
BES	Friedman, April	TC, NYC - Making Data Based Decisions:	\$50.50	8/30/18
BES	Bohr, Jennifer	TC, NYC - Launching Workshops in self-contained settings	\$30	9/28/18
BES	DeRoberts, Theresa	Supporting students in beginning stages of language acquisition	\$52	11/5/18
BES	Jaeger, Jamie	TC, NYC - Launching workshops in self-contained setting	\$30	9/28/18
BES	Windisch, Mary Clare	TC, NYC - New Member of the family; Phonics units of study for first grade	\$83.52	9/25/18

BES	Leavenworth, Patrice	TC, NYC -New Member of the family; Phonics units of study for first grade	0	9/25/18
BMS	Mariane, Jessica	TC, NYC - Getting 5th graders energized for book clubs and narrative craft	0	8/28/18
BMS	Boudreau, Derek	TC, NYC -Launching Middle School Reading and Writing workshop	\$35	8/29/18
BMS	McMillan, Patricia	TC, NYC - Don't Let Writing Process get lost when classroom goes Google	\$25	8/30/18
BMS	Tresslar, Kristene	TC, NYC -Teaching Grammar in Content:	\$91.42	10/11/18
BMS	Byers, Mary F.	TC, NYC -Launching Middle School Reading and Writing workshop	\$35	8/29/18
BMS	Gutkin, Melissa	TC, NYC -Learn the Project's newest thinking about Journalism	\$92.50	10/10/18
BMS	Horowitz, Susan	Demystifying Dyslexia - Somerset, NJ	\$248.00	9/21/18
BMS	Jaeger, Jamie	Demystifying Dyslexia- Somerset, NJ, Somerset, NJ	\$308.02	9/21/18
BES	Westfall, Sarah	TC, NYC -Nurturing Partners who are as Inseparable as Frog and Toad	\$42.00	11/27/18
BES	Kleinstein, Mary	TC, NYC -Kindergarten workshop	\$90.00	11/26/18
BES	Vu, Truc-Lan	Maker Faire NYC-connect and brainstorm for invention convention	\$85.00	9/22/18 -9/23/18
BES	Thurlow, Alan	Maker Faire NYC-connect and brainstorm for invention convention	\$85.00	9/22/18 -9/23/18
BES	Leonard, Melissa	Maker Faire NYC-connect and brainstorm for invention convention	\$85.00	9/22/18 -9/23/18
BES	Crawley, Sue	Maker Faire NYC-connect and brainstorm for invention convention	\$85.00	9/22/18 -9/23/18
BES	Brum, Sharon	Integration of yoga and mindfulness into the classroom - Dover NH	0	11/29/18, 11/30/18
BMS	Clark, Michelle	TC, NYC -Starting off strong: Launching successful and powerful reading workshops	\$135.14	9/28/18

BES	Maddaluna, Penny	TC, NYC -An honest, tell-it-like-it-is day on assessing k-2 kids	\$100.00	8/30/18
BES	Brum, Sharon	TC, NYC -An honest, tell-it-like-it-is day on assessing k-2 kids	0	8/30/18
BMS	Tchorz, Valerie	TC, NYC -Tap the power of digital literacy	\$116.50	12/6/18
BES	Maurice, Kathleen	A lean approach to children with diabetes in school - Livingston, NJ	\$84.30	10/16/18
BMS	Russo, Dawn	TC, NYC -Teaching Grammar in context	0	10/11/18
BMS	Vu, Truc-Lan	TC, NYC -Teaching Grammar in context	\$30.00	10/11/18

6. Adopt Curriculum Documents\*

Resolved, that the Somerset Hills Board of Education adopt the newly revised and completed curriculum documents for the 2018-2019 school year.

7. Approve Evaluation Instruments\*

Resolved, that the Somerset Hills Board of Education approve the instruments for teacher evaluation (Danielson and iObservation) and administrator evaluation (Marshall and T-Evaluation) for the 2018-19 school year.

8. Approve 2018-2019 Professional Development and Mentoring Plan\*

Resolved, that the Somerset Hills Board of Education approve the Professional Development and Mentoring Plan for the 2018-2019 school year, on file in the Curriculum Office.

9. Approve Updated Comprehensive Equity Plan\*

Resolved, that the Somerset Hills Board of Education approve the updated Comprehensive Equity Plan for 2016-2019, on file in the Curriculum Office.

10. Approve 2018-2019 Data Quality Team\*

Resolved, that the Somerset Hills Board of Education approve the Data Quality Team for the 2018-2019.

Jennifer Shouffler  
 Jason Winch  
 Grant Kolmer  
 Coleen Butler  
 Gretchen Dempsey  
 Mark Prunty

11. Approve 2018-2019 School Improvement Panels (ScIPs)\*

Resolved, that the Somerset Hills Board of Education approve the following School Improvement Panels (ScIPs) for 2018-2019:

Bedwell Elementary School  
 Amy Phelan – Principal  
 April Friedman- Assistant Principal

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Dana Fischer- Grade 4 Teacher  
Bernardsville Middle School  
Lisa Garofalo - Principal  
Brian Latzke- Assistant Principal  
Anne O'Halloran- Mathematics Teacher

Bernards High School  
Scott Neigel- Principal  
Mike Corbett- Assistant Principal  
Jay Hogge-Social Studies Teacher  
Chris Whitlock-Science Teacher

12. Approve 2018-2019 Anti-Bullying Specialists\*

Resolved, that the Somerset Hills Board of Education approve the following Anti-Bullying Specialists for 2018-2019:

Teresa Vaught- District HIB Coordinator  
Lisa Drew- High School Anti-Bullying Specialist  
Marcy Craver- Middle School Anti-Bullying Specialist  
Emily Pike- Elementary School Anti-Bullying Specialist

13. Approve 2018-2019 School Safety/School Climate Teams\*

Resolved, that the Somerset Hills Board of Education approve the following School Safety Teams for 2018-2019:

Bedwell Elementary School  
Amy Phelan – Principal  
April Friedman- Assistant Principal  
Emily Pike - Schools Counselor  
Maureen Ziolkowski- Grade 2 Teacher  
Christina Rutz- Parent

Bernardsville Middle School  
Lisa Garofalo- Principal  
Brian Latzke- Assistant Principal  
Marcy Craver- Guidance Counselor  
Jess Mc Ginn - Teacher  
Holly Emery- Parent

Bernards High School  
Scott Neigel- Principal  
Lisa Drew- Student Assistance Counselor  
Anne Connor- School Nurse  
Debbie Infusino- Parent  
Dianne Berger- Special Educator

14. Approve Affirmative Action Officers\*

Resolved, that the Somerset Hills Board of Education approve the following Affirmative Action Officers for 2018-2019:

Jennifer Shouffler- District

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Coleen Butler- Bernards High School  
Lisa Garofalo- Bernardsville Middle School  
April Friedman- Bedwell School

15. Approve 504 Coordinators\*

Resolved, that the Somerset Hills Board of Education approve the following 504 Coordinators for 2018-2019:

Teresa Vaught- District  
Coleen Butler- Bernards High School  
Brian Latzke- Bernardsville Middle School  
Emily Pike- Bedwell School

16. Approve Nursing Services Plan 2018-2019\*

Resolved, that the Somerset Hills Board of Education approve the Nursing Services Plan for the 2018-2019 school year.

17. Approve Nonpublic School Nursing Services Agreement 2018-2019\*

Resolved, that the Somerset Hills Board of Education, through contract with the Educational Services Commission of New Jersey, authorizes the Commission to conference, discuss and solicit input in the development of the nursing services contract document for the 2018-2019 school year which provides nursing services to the following nonpublic schools located in the Somerset Hills school district: Far Hills Country Day School and School of St. Elizabeth.

**XI. Facilities & Operations**

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

1. Approve 2017-2018 School Bus Emergency Evacuations drills\*

Resolved that the Somerset Hills Board of Education approve the 2017-2018 school bus evacuation drills conducted pursuant to N.J.A.C. 6A:27-11.2

2. Approve Amendment to Long Range Facility Plan\*

Resolved, that the Somerset Hills Board of Education, in the County of Somerset, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning a new Walkway at the Bernards High School to serve as an application to the Office of School Facilities and an amendment to the Long Range Facility Plan; and

Be it resolved, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding by will fund the Project through the District's Capital Reserve Account.

**XII. Policy**

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

1. First Reading\*

Resolved, that the Somerset Hills Board of Education approve the first reading of the following policies and regulations: (attachment)

<b>Policy/Regulation #</b>	<b>Title</b>
P 1613	Disclosure and Review of Applicant's Employment History
R-1613	Disclosure and Review of Applicant's Employment History
P 5512	Harassment, Intimidation, and Bullying (HIB)
R-5512	Harassment, Intimidation, or Bullying Investigation Procedure
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
R-5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
P 8561	Procurement Procedures for School Nutrition Programs

2. Second Reading\*

Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of the following policy and regulation:

<b>Policy/Regulation #</b>	<b>Title</b>
P 1550	Equal Employment/Anti-Discrimination Practices
R-1550	Equal Employment/Anti-Discrimination Practices
P 2431	Athletic Competition
P 2431.8	Varsity Letters for Interscholastic Extracurricular Activities
R 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
P 5350	Student Suicide Prevention
R 5350	Student Suicide Prevention
R 5460.1	High School Transcripts
P 5533	Student Smoking
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
P 7440	School District Security
R 7440	School District Security
P 7441	Electronic Surveillance in School Buildings and on School Grounds
R 7441	Electronic Surveillance in School Buildings and on School Grounds
P 8462	Reporting Potentially Missing or Abused Children
P 8630	Bus Driver/Bus Aide Responsibility
R 8630	Emergency School Bus Procedures

**XIII. Personnel**

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

1. Accept Resignation\*

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

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective</b>
Stokes, Marianne	District	Business Office Assistant/ Payroll	8/23/18
Carrasco, Edith	BHS	Custodian - B	7/31/18
Mullen, David	District	Bus Driver	8/26/18
McDougal, Daniel	District	Director of Facilities	8/17/18
McMahon, Casey	BHS	Paraprofessional FT	9/5/18
Dokus, Samuel	BMS/ BHS	Teacher	8/27/18

2. Accept Resignation

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

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective</b>
Rivera, Fernando	BES	Paraprofessional FT	8/24/18
Senior, Jennifer	BES	Regular Paraprofessional Lunch/Recess	8/26/18
Pernaselli, Marjorie	BES	Paraprofessional FT	9/5/18
DaSilva, Stacie	BES	Paraprofessional FT	8/21/18
Somers, Diana	BES	Teacher / PT	8/22/18

3. Accept Retirement

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

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Years of Service</b>	<b>Effective</b>
Boteler, Patricia	BES	Paraprofessional FT	31.6	9/5/18

4. Approve Appointment Certified Staff\*

Resolved, that the Somerset Hills Board of Education approve the appointment of the following certified staff for the 2018-2019 school year, subject to further investigation pursuant to law.

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Replace</b>	<b>Level</b>	<b>Step</b>	<b>Salary</b>	<b>Effective</b>
Engelmann, Amy	BHS	Teacher	Quinlan	MA	1	57,390	9/1/2018
Romero, Nataly	BHS	Teacher	Outeiral	MA	3	59,390	9/1/2018

5. Approve Appointment Certified Staff

Resolved, that the Somerset Hills Board of Education approve the appointment of the following certified staff for the 2018-2019 school year, subject to further investigation pursuant to law.

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Replace</b>	<b>Level</b>	<b>Step</b>	<b>Salary</b>	<b>Effective</b>
Leo, Jenna	BES	Teacher of the Deaf	New Position	Ma	2	58,390	9/1/2018



McGovern, Danielle	BMS	ELA	Wisniewski	BA	5	57,390 prorated	10/1/18*
Cosimano, Nicholas	BMS	SS	Dokus	BA+15	3	57,390	9/1/2018

\*Or Sooner

6. Approve Extended School Year Staff\*

Resolved, that the Somerset Hills Board of Education approve the following extended school year staff for ESY 2018, subject to further investigation pursuant to law.

*(All staff will be compensated at the same hourly rate as their 10-month contracted salary.)*

Name	Position	Hourly Salary	Effective
Leo, Jenna	Teacher	\$40.17/hr	6/25/2018

7. Approve Appointment Non-Certified Staff\*

Resolved, that the Somerset Hills Board of Education approve the appointment of the following non-certified staff, subject to further investigation pursuant to law.

Name	School	Position	Salary	Effective
Collins, Ryan	District	Substitute Bus Paraprofessional	\$18.00/hr	6/25/2018
Vail, Samantha	District	Substitute Bus Paraprofessional	\$18.00/hr	6/25/2018
Thorp, Deborah	District	Substitute Bus Paraprofessional	\$18.00/hr	6/25/2018
Guarneros, Susan	BHS	Custodian-B	\$28,139	8/13/18
Marsigliano, Joseph	BHS	Custodian-B	\$28,139	8/27/18
Lucas, Douglas	District	Director of Facilities	\$99,000	8/20/18
Porter, Jacqueline	District	Business Office Assistant/ Payroll	\$70,000	8/27/18
McMahon, John	District	Attendance Officer	\$4,198	9/1/18
Latzke, Sarah	District	Secretary to the Superintendent and Assistant Superintendent	\$66,000	7/1/18
Brown, Ellen	District	Business Office Assistant	\$83,893 (\$82,103 + \$1790 Longevity)	7/1/18

8. Approve Appointment Non-Certified Staff

Resolved, that the Somerset Hills Board of Education approve the appointment of the following non-certified staff, subject to further investigation pursuant to law.

Name	School	Position	Step	Salary	Effective
Zambrano, Gabriella	BES	Custodian-B	n/a	\$28,139	8/27/18
Haynes, Rosemary	BMS	Secretary	1	\$46,251	7/23/2018
Guedez, Carol	BES	Paraprofessional FT	1	\$15.70/Hr	9/5/18
Maqueda, Clare	BMS	Paraprofessional FT	5	\$16.54/Hr	9/5/18
Shimko, Maria	BES	Paraprofessional FT	1	\$15.70/Hr	9/5/18
Gebbia, Janine	BES	Paraprofessional PT	1	\$15.70/Hr	9/5/18

9. Amend Salary for Extended School Year Staff\*

Resolved, that the Somerset Hills Board of Education amend the salary for the following certified staff for ESY 2018.

Name	Position	Hourly Salary	Effective
Horel, Kelly	Teacher	\$40.27/hr	6/25/2018
DiBenedetto, Kelly	Teacher	\$39.49/hr	6/25/2018
Gandhi, Latisha	CST	\$40.17/hr	6/25/2018
Engelmann, Amy	Teacher	\$39.49/hr	6/25/2018

10. Appointment Leave Replacement\*

Resolved, that the Somerset Hills Board of Education appoint the following leave replacement for the 2018-2019 school year, subject to further investigation pursuant to law:

Name	School	Position	Replace	Level	Step	Salary	Date
Lampa, Patricia	BHS	Guidance Counselor	Ellis			\$479/Day	9/1/18-3/29/19
Kaufman, Justin	BHS	Math	Camuto	BA	1	\$53,390	9/1/18-1/28/19

11. Appointment Leave Replacement

Resolved, that the Somerset Hills Board of Education appoint the following leave replacement for the 2018-2019 school year, subject to further investigation pursuant to law:

Name	School	Position	Replace	Level	Step	Salary	Date
Schmitt, Lauren	BMS	Math	Ogden	BA	1	\$53,390	10/2/18-6/30/19
Ingram, Meghan	BES	Teacher	Grau	MA	2	\$58,390	9/1/18-1/26/19

12. Approve Co-Curricular Positions\*

Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2018-2019 school year, subject to further investigation pursuant to law:

Name	School	Position	Stipend
Spautz, Daniel	BHS	Ice Hockey: Assistant	\$5400
Newton, David	BHS	Basketball: Women's Head	\$9500
Cherng, Jon	BHS	Assistant AD: Fall 50%	\$1900 (½ of \$3800)
Palek, Tim	BHS	Assistant AD: Fall 50%	\$1900 (½ of \$3800)
Falzarano, Jeff	BHS	Open Gym: Fall	\$1750
Crissman, Gillian	BHS	Soccer: Women's Assistant (FR)	\$5600
McMahon, John	District	JV Wrestling (50%)	\$3,562 (1/2 of \$7,125)

13. Approve Co-Curricular Positions

Resolved, that the Somerset Hills Board of Education approve the following BMS/BES co-curricular positions for the 2018-2019 school year, subject to further investigation pursuant to law.:

Name	School	Position	Stipend
Simoneau, Jon	BMS	Basketball: Women's Assistant	\$3115

14. Approve Volunteer\*

Resolved, that the Somerset Hills Board of Education approve the following volunteer for the 2018-2019 school year, subject to further investigation pursuant to law:

<b>Name</b>	<b>School</b>	<b>Volunteer</b>
Passaro, Joseph	BHS	Football Assistant (JV)
Sturla, Victoria	BHS	Cheerleading: Fall Assistant
Astrologo, Taylor	BHS	Cheerleading: Fall Head

15. 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>
Wagner, Alyssa	BHS	Teacher	12/1/2018-4/1/2019

16. Approve Substitutes\*

Resolved, that the Somerset Hills Board of Education approve the following substitute: subject to further investigation pursuant to law.:

<b>Name</b>	<b>Position</b>	<b>Certification</b>
Maddaluna, John	Substitute Teacher	Substitute
Pistilli-Urena, Jaclyn	Substitute Nurse	Nursing License
Yhap-Zebro, Genevieve	Substitute Nurse	Nursing License
DiSabato, Felicia	Substitute Teacher	Substitute
Negri, Nancy	Substitute Teacher	Substitute
DeLeon, Zachary	Substitute Teacher	Substitute
McGovern, Danielle	Substitute Teacher	Standard
Callahan, Meghan	Substitute Teacher	Standard
Gonella, Christine	Substitute Teacher	Standard
Deutsch, Jennifer	Substitute Teacher	Standard

17. Approve Mentors\*

Resolved, that the Somerset Hills Board of Education approve the following mentors for the 2018-2019 Provisional Teacher Program to be paid at the rate of \$550 for the year.

Jen Bohr - a mentor for Kelly DiBenedetto  
 Alison Snyder - a mentor for Amy Engelmann  
 Cheryl Vassil- a mentor for Connor Hollis  
 Anne O'Halloran- a mentor for Lauren Schmitt  
 Paula Gray- a mentor for Justin Kaufman  
 Jamie Jaeger - a mentor for Jenna Leo

18. Appointment of Officers\*

Resolved, that the Somerset Hills Board of Education appoints the following officers for the period of July 1, 2018 to June 30, 2019:

Douglas Lucas	Right-to-know and A.H.E.R.A. Representative, Integrated Pest Management Coordinator
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19. Approve Bernards High School Overloads\*

Resolved, that the Somerset Hills Board of Education approves the following overloads for the 2018-2019 school year.

Certification	Teacher	Periods per Week	Term	Sections	Salary	OVERLOAD Salary
English	Lynn Weltler	5 Periods per Week	Full Year	1	\$107,792.00	\$17,968.93
English	Randy Pair	5 Periods per Week	Full Year	1	\$58,390.00	\$9,733.61
Math	Nicole Boyce	5 Periods per Week	Full Year	1	\$59,985.00	\$9,999.50
Math	Paula Gray	5 Periods per Week	Semester 1	0.5	\$107,792.00	\$8,984.46
World Language (Spanish)	Maddalena Violillo	5 Periods per Week	Full Year	1	\$91,550.00	\$15,261.39
Physics	Alyssa Wagner	3 Periods per Week	Full Year	0.6	\$64,390.00	\$6,440.29
Biology	Karen Silva	4 Periods per Week	Full Year	0.8	\$107,792.00	\$14,375.14
Financial Literacy	Theresa Murphy	2 Periods per Week	Full Year	0.4	\$63,985.00	\$4,266.52
Biology	Tom DiMarco	5 Periods per Week	Full Year	1	\$107,792.00	\$17,968.93
Chemistry	Joe Foglia	5 Periods per Week	Full Year	1	\$93,990.00	\$15,668.13
Biology	Joe Young	5 periods per Week	Full Year	1	\$55,390.00	\$9,233.51

20. Approve Superintendent's Merit Goal

Resolved that the Somerset Hills Board of Education approve the Somerset Hills School District Superintendent's Merit Goal for the 2018-2019 School Year.

Merit Goal	To ensure that the district is proactive in its approach to school security and dedicated to continuously increasing its capacity to respond in the event of crises.
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21. Morris Union Jointure Commission Representative

Resolved, that the Somerset Hills Board of Education approve the appointment of Gretchen Dempsey As the representative for the Morris Union Jointure Commission for 2018-2019.

22. Bernardsville Public Library Representative

Resolved, that the Somerset Hills Board of Education approve the appointment of Gretchen Dempsey as a representative to the Bernardsville Public Library.

**XIV. 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)**