
The Somerset Hills School District
Regular Meeting Agenda –March 15, 2017
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
 - BMS Boys Basketball Team - Won the GMCJSCA Group III Title.
 - Winter Track - Amar Bindra set record in 300 meter run, Dan Mayer set record in the 55 meter hurdles.
 - Physics Olympic Team - Won 1st place in NJ Physics Olympics competition.
2. Student Representative Report - Frederick Ludtke
3. Academic Report
4. Violence and Vandalism Report

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, 15, 2017.

IX. Finance

A. Committee Report & Discussion:

Introduction of 2017-2018 Budget

B. Action Items:

Action1. Approve Tentative 2017-2018 Budget*Resolution

Resolved, that the Somerset Hills Board of Education approve for the 2017-2018 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.

2017-2018	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	\$37,840,387	\$845,207	\$3,293,350	\$41,978,944
Less Anticipated Revenue	\$ 7,097,475	\$845,207	\$ 239,263	\$ 8,181,945
Taxes to be Raised	\$30,742,912	0	\$3,054,087	\$33,796,999

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 26, 2017 at 7:30 pm for the purpose of conducting a public hearing on the budget for the 2017-2018 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 \$250,000. The district intends to utilize these funds for future capital projects.

Action 3. Approve Travel and Related Expense Reimbursement 2017-2018*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. Board Secretary & Treasurer Reports & Board Certification*Resolution

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of February, 2017 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$5,087,941.40	\$5,087,941.40
(20) Special Revenue Fund	\$238,456.01	\$238,456.01
(30) Capital Projects Fund	\$2,049,234.59	\$2,049,234.59
(40)Debt Service Fund	\$905,363.52	\$905,363.52
Total Government Funds	\$8,280,995.52	\$8,280,995.52

(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 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 5. Approve 2016-2017 Budget Transfers*
Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for February, 2017.

Action 6. 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	MARCH
(10) General Fund	\$3,560,409.80	\$404,224.47
(20) Special Revenue Fund	\$5,999.00	\$176,194.39
(30) Capital Projects Fund	\$218,309.92	\$33,025.18
(40) Debt Service Fund	\$13,061.00	\$0
(60) Cafeteria Fund	\$0	\$404.20
TOTAL	\$3,797,779.72	\$613,848.24

Action 7. Approve of Out of District Placement*
Resolution Resolved, that the Somerset Hills Board of Education amend the following out of district placement for the 2016-2017 school year:

Student ID	Provider	Location
3839380106	New Road School	Somerset, NJ

Action 8. Approve Contracted Services*
Resolution Resolved, that the Somerset Hills Board of Education approve the following contracted services for the 2016-2017 school year:

Provider	Service	Location
Lauren Payer, BCBA, ABA	Behavior/ABA Services	New Brunswick, NJ
Epic Health Services, Inc. & loving Care Agency	Nursing Services	Hasbrouck Heights, NJ

Action 9. Approve Budgeted Bedminster Tuition Rate*
Resolution Resolved, that the Somerset Hills Board of Education approve the budgeted tuition rate for 2017-2018 Bedminster students at Bernards High School in the amount of \$17,500.00.

Action 10. Approve Safety Grant Program*
Resolution Resolved, that the Somerset Hills Board of Education approve the the 2017 Safety Grant Award from the NJ Schools Insurance Group in the amount of \$5,278.42.

Action 11. Approve Non-Public School Security Aid Program
Resolution Resolved, that the Somerset Hills Board of Education approve the following 2016-2017 NJ Non-Public School Security Aid Program:

School	Item#	Description	Total \$
a) School of Saint Elizabeth	Area D Art Room	2nd Floor windows Solar Privacy 20 Panels	\$1,240.00
b) School of Saint	Area E Music Room	2nd Floor Window Solar Privacy 16 Panels	\$992.00

Elizabeth			
c) School of Saint Elizabeth	Area F the Bridge Connector	2nd Floor windows Solar Privacy 12 Panels	\$665.00
d) School of Saint Elizabeth	Area A Rear Entry Doors & Transoms	1st Floor Entry Doors & Transom Solar Security Film & Attachment System 6 Panels	\$390.00
e) School of Saint Elizabeth	Area B Rear Gym Entry Door	1st Floor Entry Doors Solar Security Film & Attachment System 2 Panels	\$130.00
f) School of Saint Elizabeth	Area C Main Building Side Entry Doors	1st Floor Entry Doors & Transom Solar Security Film & Attachment System 3 Panels	\$195.00
Total			\$3,612.00

X. Curriculum

A. Committee Report & Discussion:

B. Action Items:

Action1. 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	Grade 6 trip- Adventure Aquarium & Battleship NJ-Camden	May 8	112	7	10

Action2. 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	Jazz Ensemble- Artquest/ Steel Stacks Finals- Bethlehem, PA	Mar. 19 (Sun)	22	2	0
b) BHS	Girls Track Team-Penn Relays Track Meet-U of PA	Apr. 27	9	1	1
c) BHS	AP Statistics- Bronx Zoo	June 1	50	1	4

Action3. 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	Anthony, Lydia	NAFME Conf-Atlantic City	\$441.11	Apr 4 (pm) -Apr 6
b) BES	Davis, Emma	TC-NYC-Teaching of Reading	\$1082.50	June 24-30
c) BES	DeMarco, Monica	Progress Monitoring for Orton Gillingham Instruction-Fairleigh Dickenson	\$75.00	July 13

d) BES	DeMarco, Monica	Teacher Practice to Foster Intellectual Engagement-Fairleigh Dickenson	\$75.00	July 19
e) BES	DeRoberts, Theresa	NJTESOL/NJBE Spring Conf-Engage and Empower ELLs for Excellence- New Brunswick	\$287.00	May 31
f) BES	Freda, Michele	Creative Curriculum for Preschool-Session I-Morris Plains	\$5.55	Apr 6-7
g) BES	Freda, Michele	Creative Curriculum for Preschool-Session II-Piscataway	\$2.97	May 22-23
h) BES	Friedman, April	TC-NYC-Summer Reading Institute	\$1086.19	Aug 7-11
i) BES	Somers, Diana	TC-NYC- Summer Reading Institute	\$1201.30	Aug 7-11
j) BES	Vu, Truc-Lan	TC-NYC- August Writing Institute	\$1003.50	July 31-Aug 4
k) BES	Westfall, Sarah	TC-NYC- August Writing Institute	\$1021.00	July 31-Aug 4
l) BHS	Cheng, Jonathan	AP Reading-Statistics - Kansas City, MO	0	June 10-18
m) BHS	Corbett, Mike	NJBio Competency Test- Test Coordinator Training- Parsipany	\$8.99	Mar 13
n) BHS	Dooley, Megan	Kean Univ School Counselor Conf	\$49.57	Mar 31
o) BHS	Drew, Lisa	Helping Anxious Students-Kinnelon, NJ	0	Mar. 24
p) BHS	Ferrara, Jim	NJAAPT Conf-Princeton Univ	\$96.93	Mar. 17 & 18
q) BHS	LaBruno, Wendi	Transition Conference-Transition from adolescence to adulthood-Woodbridge	\$118.84	May 1
r) BHS	Sosely, Anna	Artistic Academy Counselor Luncheon-Morris Plains	0	Mar. 28
s) BHS	Spina, Kathleen	Enhancing the Quality of Your Structured Learning Experience-Paramus	0	April 5
t) BHS	Spina, Kathleen	Licensure for Cooperative Ed Coordinator - Paramus	\$110.00	Apr 27
u) BHS	Stolarz, Lizabeth	Kean Univ School Counselor Conf	\$51.12	Mar 31
v) District	Hunter, Nancy	NJ School Business Officials Conf- Atlantic City	\$845.52	June 7-9
w) District	Rosen, Dana	County Supv ELA Mtg.-Morristown	0	Mar 17 (am)
x) District	Rosen, Dana	TC-NYC- Developing Powerful Small Group Instruction & Conferences with Mentor Texts	\$32.00	Apr. 25
y) District	Shouffler, Jennifer	Title I Required Training-Hamilton	\$18.6-	Mar 22 (pm)

z) District	Vail, Peggy	NJ Pupil Transportation Conf- Atlantic City	\$698.02	Mar 30-31
-------------	-------------	--	----------	-----------

XI. Facilities & Operations*

A. Committee Report & 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 **March 15, 2017** and upheld the findings and/or consequences recommended by the Superintendent.

Action
Resolution2. Approve Summer Camp*

Resolved, that the Somerset Hills Board of Education approve the contract for the Somerset County YMCA Summer Camp to be held at Bernards High School in the summer of 2017.

Action
Resolution3. Annual Report of Violence and Vandalism - 2016-2017 (Period 1)*

Pursuant to N.J.S.A. 18A:17-46, 7 unduplicated acts of violence and vandalism were reported to the NJ Department of Education Electronic Violence and Vandalism Reporting System (EVVRS) during period 1 (September 1 - December 31, 2016).

Action
Resolution4. Approve Meeting Dates*

Resolved, that the Somerset Hills Board of Education approve the following dates for regular Public Input & Action Meetings for 2017-2018 with a starting time for the public session of 7:30 p.m. except where noted.

If required, special meeting(s) may be scheduled during July and August

August 30, 2017	Wednesday
September 20, 2017	Wednesday
October 18, 2017	Wednesday
November 15, 2017	Wednesday
December 13, 2017	Wednesday
January 3, 2018 <i>(reorganization only)</i> 6:00pm	Wednesday
January 17, 2018	Wednesday
February 21, 2018	Wednesday
March 21, 2018	Wednesday
April 25, 2018 <i>(public budget hearing)</i>	Wednesday
May 16, 2018	Wednesday
June 13, 2018	Wednesday

The annual school election will be held on November 7, 2017

XII. Policy

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution1. First Reading

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

Policy #	Title
a) 2460 P	Special Education
b) 2460 R	Special Education
c) 2460.1 R	Special Education - Location, Identification, and Referral
d) 2460.8 R	Special Education - Free and Appropriate Public Education
e) 2460.9 R	Special Education - Transition From Early Intervention Programs to Preschool Programs
f) 2460.15 R	Special Education - In Service Training Needs for Professional and Paraprofessional Staff
g) 2467 P	Surrogate Parents and Foster Parents
h) 7510 P	Use of School Facilities

Action
Resolution2. Second Reading and Adoption

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

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

XIII.**Personnel**

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action
Resolution1. Amend Parenthood Leave

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

Name	School	Position	Start Date	End Date
a) Bohr, Jennifer	BES	Resource Room	3/16/16	September 2018
b) Sorge, Melissa	BMS	Reading Specialist	9/6/16	September 2018

Action
Resolution2. Accept Resignation

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

Name	School	Position	Effective
Mustich, Jonelle	BES	Teacher	2/28/17

Action z. Approve Appointment Certified Staff

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

Name	School	Position	Replace	Level	Step	Salary	Effective
Horel, Kelly	BES	Speech Therapist Part time 50%	Eikeseth	MA	1	\$28,495 (50% of \$56,990)	3/20/17

Action 3. Approve Non-Certified Staff

Resolution Resolved, that the Somerset Hills Board of Education amend the appointment of the following non-certified staff for the 2016-2017 school year:

Name	School	Position	Level	Step	Salary	Effective
a) Amin, Sadia	BES	Special Education Paraprofessional	B Part Time	1	\$15.54/hour	2/27/17
b) De Cota, Dorothy	BMS	Special Education Paraprofessional	B Part Time	1	\$15.54/hour	3/1/17
c) Raghupathy, Vanathi	BES	Special Education Paraprofessional	B Part Time	1	\$15.54/hour	3/15/17
d) Rivera, Fernando	BES	Special Education Paraprofessional	B Part Time	1	\$15.54/hour	3/1/17

Action 4. Amend Appointment Non-Certified Staff

Resolution Resolved, that the Somerset Hills Board of Education amend the appointment of the following non-certified staff for the 2016-2017 school year:

Name	School	Position	Replace	Level	Step	Salary	Effective
a) Pernaselli, Marjorie	BES	Special Education Paraprofessional	Terraglia	B Full time	3	\$15.94/hour	2/21/17

Action 5. Approve Family Math Program

Resolution Resolved, that the Somerset Hills Board of Education approve the following instructors for the Family Math Program for the 2016-2017 school year:

Name	School	Position	Stipend
a) Fulton, Cynthia	BES	Family Math Program	\$40/hour
b) Maddaluna, Patricia	BES	Family Math Program	\$40/hour
c) Leavenworth, Patrice	BES	Family Math Program	\$40/hour
d) DeStefano, Phyllis	BES	Family Math Program	\$40/hour

Action 6. Approve Volunteers

Resolution Resolved, that the Somerset Hills Board of Education approve the following volunteers for the

2016-2017 school year:

Name	School	Volunteer
Place, Jeannette	BMS	Tutor Mentor

Action 7. Accept Retirement*

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

Name	Location	Position	Years of Service	Effective
Grant, Christine	Olcott	Secretary - Student Services	18	6/30/17

Action 8. Approve Observation*

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

Student Observer	Program	School	Teacher	Date
Simoff, Rhonda	New Pathways to Teaching/County College of Morris	BHS	Cameron Lan & Dave Szostak	Spring 2017

Action 9. Approve Parenthood Leave*

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

Name	Position	Date
Carrasco, Edith	District Custodian	7/3/17 - 10/20/17

Action 10. Approve Memorandum of Agreement*

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

Title	School	Rate of pay
Media Center After Hours Facilitator	BHS	\$25.00/hour

Action 11. Approve Substitutes*

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

Name	Substitute Position	Certification
Klosk, Gregory	Teacher/Paraprofessional	Substitute Credential

XIV. Public Questions & Comments

XV. Strategic Planning Committee

XVI. Supplementary Matters

XVII. Adjournment**Resolutions:**

***Note: The areas of permitted voting for the Bedminster district representative of the Board of Education are: 1) tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district; 2) new capital construction to be used by the sending district's pupils; 3) appointment, transfer or removal of teaching staff serving the sending district's pupils, including central administration; 4) addition or deletion of curricular or extracurricular programs involving the sending district's pupils.**