

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – MARCH 26, 2014**

Call to Order

The meeting was called to order at 7:30 p.m. by Mrs. Coons, President.

Roll Call

	Absent	Also Present
Mr. Baker	Mr. Palma	Frances Wood
Mr. DiGiacchino		Jennifer Shouffler
Ms. Goetz		Nancy Lee Hunter
Mrs. Hawkins		
Ms. Kragie		
Mrs. Palazzolo		
Mrs. Petrilli		
Ms. Goetz		
Mrs. Swadba		
Mrs. Coons		

Executive Session

At 6:30 p.m., Mr. Baker moved the following:

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: Student Matters, Litigation and Personnel.

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.

Mr. DiGiacchino seconded the motion. The Board returned to public session at 7:30 p.m. Mrs. Coons reported that he Board discussed Student Matters, Litigation and Personnel.

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.

Pledge of Allegiance**Correspondence****Report of the Superintendent**

1. Presentation of S.H.E.F. 2014 Spring Grants – Patrice Cummings

2. Student/Staff Recognition

- Fencing

Congratulations to the Boys Epee Squad by capturing the Silver Medal at the Squad State Championships. The trio includes: Matt Mayle, Alec Ajnsztajn and Tristan Decker.

Congratulations to the Girls Foil Squad who won the Gold Medal and is the first State Champion Squad in the Fencing History at BHS. The trio includes: Kristen Coury, Caitlin Buteau and Caitlin Kotz.

The girls finished seconded in the NJSIAA State Championships and Caitlin Buteau won the Bronze Medal at the State Individual Championships.

In addition, Kristen Coury, Caitlin Buteau, Alec Ajnsztajn and Tristan Decker made First Team All-Conference and Caitlin Kotz, Jenna Barton, William Rohrbacker and Ashley Hahn made Second Team.

The other fencers are: Graham Brady, Megan Buteau, Paul Cassella, Andrew Chan, Jenny Chong, Zaynaab Ellison, Jake Epstein, Kieran Farrell, Sam Hilde, Sidd Kantamneni, Chris Kiel, Brian Kim, Olivia Lawrence, Trevor Lawrence, Dan Mayer, Marc Murphy, Wyatt O’Leary, Joanne Porter, Carter Prince, Teresa Reilly, Lauren Robinson, Jessica Sailliard, Ceara Sweeney, Jack Topping, Hannah Wengersky, Amberley Williams, Alec Wrana.

- Congratulations to BHS junior Tatiana Rendell who broke 2 school swim records and finished 4th in the 500 free and 6th in the 200 free at the New Jersey State Interscholastic Athletic Association Meeting of Champions on March 2. Since both swims were in the top 16 places in the NJ championship meet, Tatiana has earned “All State” honors in these two events.

Public Questions & Comments

None

Approval of Minutes**Action**

1. Approval of Minutes

Resolution

Mr. Baker moved that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for March 12, 2014. Mr. DiGioacchino seconded the motion. Roll call vote 7-0-2. Ms. Goetz and Mrs. Swadba abstained. Mrs. Coons abstained from the Executive Meeting Minutes.

Finance**Committee Report**

Mr. Baker reported that the committee will meet on April 8, 2014 at 6 p.m.

Action Items

Mr. Baker moved Finance Resolutions #1-7, seconded by Ms. Kragie. Finance Resolutions #1-7 were approved by a roll call vote of 9-0.

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 February, 2014 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$6,167,528.72	\$6,167,528.72
(20) Special Revenue Fund	\$32,561.86	\$32,561.86
(30) Capital Projects Fund	\$247,821.57	\$247,821.57
(40) Debt Service Fund	\$1,032,142.79	\$1,032,142.79
Total Government Funds	\$7,480,054.94	\$7,480,054.94

(1) From Secretary's Report

(2) From Treasurer's Report

WHEREAS in compliance with N.J.A.C.6A: 23-2.1(c)3 the secretary has certified that, as of the date of the report(s), no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education, now, therefore, be it RESOLVED, the Board of Education accepts the above referenced report and certifications and orders that they be attached to and made part of the record of this meeting, and be it FURTHER RESOLVED, in compliance with N.J.A.C.6A: 23-3.11(c) 4, the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of N.J.A.C.6A: 23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

Action 2. **Approve 2013-2014 Budget Transfers***

Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for February 2014.

Action 3. **Payment of Bills***

Resolution WHEREAS, the Board Secretary has presented a check register dated March 2014 covering check numbers 30773 to 30873 in the amount of \$3,840,775.86 with the recommendation that they 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	AMOUNT
(10) General Fund	\$1,831,216.98
(20) Special Revenue Fund	\$56,992.45
(30) Capital Projects Fund	\$3,383.90
(40) Debt Service Fund	\$1,896,575.00
(60) Cafeteria Fund	\$52,607.53
TOTAL	\$3,840,775.86

Action
Resolution

4. Accept ERIC Safety Grant

Resolved, that the Somerset Hills Board of Education accept the Educational Risk Insurance Consortium (ERIC) Safety Grant in the amount of \$10,445.

Action
Resolution

5. Approve Tentative 2014-2015 Budget (REVISED)

Be it Resolved, that the tentative budget be approved for the 2014-2015 School Year using the 2014-2015 state aid figures and the Secretary to the Board of Education 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 any necessary adjustments to the budget for compliance with State regulations.

2014-2015	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	\$36,788,716	\$845,207	\$3,316,713	\$40,950,636
Less: Anticipated Revenue	\$ 7,707,272	\$845,207	\$ 76,525	\$ 8,629,004
Taxes to be raised	\$29,081,444	\$0	\$3,240,188	\$32,321,632

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 30th, 2014 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

Action
Resolution

6. Approve Proposed Budget Adjustment

Resolved, that the Somerset Hills Board of Education includes in the proposed budget the adjustment for increased costs of health benefits in the amount of \$111,712. The additional funds are included in the base budget and will be used to pay for additional increases in health benefits.

Action
Resolution

7. Accept S.H.E.F. 2014 Spring Grant Awards

Resolved, that the Somerset Hills Board of Education accept the following Somerset Hills Education Foundation 2014 Spring Grant Awards:

School	Project Title	Amount
BES	Using iPads in the classroom to Enhance, Enrich and Engage	\$1,118.15
	Bedwell Total	\$1,118.15
BMS	Summer Reading Connection	\$2,700.00
	7 th Grade Field Trip	\$2,000.00
	Bernardsville Middle School Total	\$4,700.00

BHS	CNC Routing System	\$3,000.00
	Intergenerational Prom	\$500.00
	Bernards High School Total	\$3,500.00
	Grand Total	\$9,318.15

Curriculum**Committee Report**

Mrs. Palazzolo reported that the committee will meet on April 3, 2014.

Action Items

Mrs. Palazzolo moved Curriculum Resolutions #1-3, seconded by Mrs. Swadba. Curriculum Resolutions were approved by a roll call vote of 9-0.

Action Resolution1. **Approve Field Trips***

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

School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
BES	a) 4 th Grade Field Trip Bronx Zoo NYC NY	6/2/14	122	13	19
BHS	b) French Club Cirque du Soleil's "Amaluna" Citifield Flushing NY	4/13/14	15	2	0
BHS	c) Art & Photo Club Tour: Art of the Ancient World Metropolitan Museum of Art New York NY	4/15/14	45	2	3
BHS	d) BHS Track Team Compete New balance Nationals Track Meet N.C. AT&T University Greensboro NJC	6/12- 15/14	10	2	2

Action Resolution2. **Approve Professional Development***

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

School	Name	Workshop/Conference	Est. Cost	Date
BES	a) Angri, David	Interactive Whiteboards	\$229.00	4/3/14
BES	b) Arnold, Kara	NJASK Test Prep	0	4/1/14
BES	c) Arnold, Kara	TC- Reading Institute	\$750.00	8/11- 8/15/14
BES	d) Brooten, Darcey	TC- June Writing Institute	\$830	6/23- 6/27/14

BES	e) Butler, Coleen	TC-Reading Institute	\$750.00	8/11- 8/15/14
BES	f) Cooper, Megan	TC- Reading Institute	\$990.00	6/29-7/3/14
BES	g) Crowley, Sue	Best Books for Children published in 2013	\$199.00	5/2/14
BES	h) Davis, Emma	TC- June Writing Institute	\$1,130.60	6/23- 6/27/14
BES	i) Davis- Campbell, Malinda	Bullying and Special Needs Children	\$129.00	4/11/14
BES	j) Falzarano, Sarah	TC- June Writing Institute	\$1,165.00	6/23- 6/27/14
BES	k) Jongema, Holly	TC- Reading Institute	\$990.00	6/29-7/3/14
BES	l) Kleinstein, Mary	TC- Reading Institute	\$750.00	8/11- 8/15/14
BES	m) Mariani, Jessica	TC- Reading Institute	\$750.00	8/4-8/8/14
BES	n) Morlock, Kristin	TC- June Writing Institute	\$990.00	6/23- 6/27/14
BES	o) O'Day, Lauren	TC- June Writing Institute	\$830.00	6/23- 6/27/14
BES	p) Panik, Meredith	Assessment Conference	\$73.52	5/9/14
BES	q) Spadaccini, Jianna	TC- Reading Institute	\$750.00	8/11- 8/15/14
BES	r) Weber- Hummel, Lisa	NJSHA Convention	\$262.80	5/1-5/2/14
BES	s) Windisch, Mary Clare	TC- Reading Institute	\$990.00	6/29-7/3/14
BHS	t) Connor, Anne	I&RS Process and Issues	\$75.00	4/3/14
BHS/ BMS	u) DeRoberts, Theresa	Princeton-Teachers as Scholars	0	3/28/14
BHS	v) Dooley, Megan	Transition to college for students with learning disabilities	0	5/21/14
BHS	w) Janosko, Ashley	Revised- Chicago/Indiana College Visits	\$2,118.83	4/27-5/3/14
BHS	x) Ryerson, Kathleen	Meet the Rigorous CCSS for Writing	\$241.36	4/8/14
BHS	y) Sosely, Anna	Artistic Academy-learn about cosmetology program	0	4/18/14

BHS	z) Vassil, Cheryl	Rutgers -Cooperative Learning& Blending Textbook Chapters with Thematic Units	\$114.00	3/28/14
BMS	aa) Dorfman, Olivia	TC- June Writing Institute	\$1,283.50	6/23- 6/27/14
Olcott	bb) Kolmer, Grant	Millburn MS-Connected Math Program	0	4/2/14
Olcott	cc) Shouffler, Jen	Millburn MS-Connected Math Program	0	4/2/14
Olcott	dd) Young, Charles	PARCC Meeting	0	4/4/14

Action 3. Approve District & Grade School Report (HIB)
Resolution Resolved, that the Somerset Hills Board of Education approve the District and Grade School report as required by the Anti-Bullying Bill of Rights Act, as issued by the New Jersey Department of Education on March 4, 2014.

Facilities & Operations

Committee Report

Mr. Baker gave the report. The committee met tonight.

Action Items

Mr. Baker moved Facilities & Operations Resolutions #1-3, seconded by Mr. DiGiacchino. Facilities & Operations Resolutions #1-3 were approved by a roll call vote of 9-0.

Action 1. Approve Capital Reserve Fund Transfer*
Resolution Resolved, that the Somerset Hills Board of Education approve the withdrawal from the capital reserve fund to the capital projects fund for the following project:
a) Prefabricated Storage Building at B.H.S. \$ 15,000

Action 2. Approve Use of Facilities
Resolution Resolved, that the Somerset Hills School District approve the use of facilities for the following fund raisers:

School	Organization	Date
BHS	a) 1 st Annual Gail Blake 5K Run	5/31/2014

Action 3. Adoption – Revised 2014-2015 School Calendar*
Resolution Resolved, that the Somerset Hills Board of Education adopt the Revised 2014-2015 school calendar, as attached.

Policy

None

Personnel**Committee Report**

Mrs. Hawkins reported that the committee will meet on April 8, 2014.

Action Items

Mrs. Hawkins moved Personnel Resolutions #1-18, seconded by Ms. Goetz. Personnel Resolutions #1-18 were approved by a roll call vote of 9-0.

All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. **Accept Retirement**
Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Lisa Seela, Special Education Teacher Bernards High School effective June 30 2014, with thanks for 13 years of service to the district.

Action Resolution 2. **Accept Resignation**
Resolved, that the Somerset Hills Board of Education accept the resignation of Reginald Hampton, full time special education paraprofessional, effective April 4, 2014.

Action Resolution 3. **Accept Resignation**
Resolved, that the Somerset Hills Board of Education accept the resignation of Holly Stotz, part time special education paraprofessional, effective April 17, 2014.

Action Resolution 4. **Approve Appointment of Volunteer**
Resolved, that the Somerset Hills Board of Education approve Cary Stanek, Volunteer Softball coach for the 2013-2014 school year.

Action Resolution 5. **Rescind Co-Curricular Position**
Resolved, that the Somerset Hills Board of Education rescind the following co-curricular position at the Bernards High School for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Jose Daben	Lacrosse – Women’s Asst. (JV)	\$6,246

Action Resolution 6. **Approve Co-Curricular Position**
Resolved, that the Somerset Hills Board of Education approve the following co-curricular position at the Bernards High School for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Alyssa Maestas	Lacrosse – Women’s Asst. (JV)	\$6,246

Action Resolution 7. **Amend Parenthood Leave End Date**
Resolved, that the Somerset Hills Board of Education amend the parenthood leave end date for Melissa Sorge, Reading Specialist at Bernardsville Middle School from November 21, 2014 to the last day of the third marking period (to be determined).

Action 8. Approve Leave of Absence
Resolution Resolved, that the Somerset Hills Board of Education approve a family medical leave of absence for Katherine LaCotta, effective March 11, 2014, return date to be determined.

Action 9. Approve Long Term Substitute
Resolution Resolved, that the Somerset Hills Board of Education approve Maddelena Piscitelli, long term substitute Art teacher at the Bernardsville Middle School at a per diem rate of \$262.00 effective March 17, 2014 until the assignment ends. (LaCotta)

Action 10. Approve Long Term Substitute
Resolution Resolved, that the Somerset Hills Board of Education approve Cristina Terraglia, long term substitute special education teacher at Bedwell Elementary School at a per diem rate of \$210.00 effective March 27, 2014 through May 14, 2014. (Colicchio)

Action 11. Approve Externship
Resolution Resolved, that the Somerset Hills Board of Education approve Taylor Fischer, college student, to complete an Externship at Bedwell Elementary School from March 2014 through June 2014, not to exceed 40 hours.

Action 12. Approve Appointment of Substitutes
Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2013-2014 school year:

Name	Substitute Position	Certificate
a) Felber, Lorrain	Teacher, Paraprofessional	CE
b) Frias, Ricardo	Teacher, Paraprofessional	CEAS
c) Dennis, Eric	Custodian	n/a
d) Berardesco, Denese	Teacher, Paraprofessional	Substitute Credential

Action 13. Approve Appointment of Tutor Mentors
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following tutor mentors for the six week after school program at Bedwell Elementary School beginning March 25, 2014 at an hourly rate of \$59.11.

Name	Position	Stipend
a) Arnold, Kara	Tutor Mentor	\$59.11/hour
b) Brooten, Darcey	Tutor Mentor	\$59.11/hour
c) Falk, Lisa	Tutor Mentor	\$59.11/hour
d) Leach, Debra	Tutor Mentor	\$59.11/hour
e) Maddaluna, Patricia	Tutor Mentor	\$59.11/hour
f) McMichael, Rebecca	Tutor Mentor	\$59.11/hour
g) Morlock, Kristin	Tutor Mentor	\$59.11/hour
h) Ruiz, Kathleen	Tutor Mentor	\$59.11/hour
i) Tirrito, Joseph	Tutor Mentor	\$59.11/hour
j) Virtue, Janis	Tutor Mentor	\$59.11/hour
k) Wilkinson, Phil	Tutor Mentor	\$59.11/hour

Action 14. Amend Parenthood Leave End Date
Resolution Resolved, that the Somerset Hills Board of Education amend the parenthood leave end date for Jessica McGinn, Physical Education at Bernardsville Middle School from June 30 2014 to the last day of the second marking period of the 2014-2015 school year (date to be determined).

Action 15. Approve Appointment of Volunteer
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Theresa Vaughn, Volunteer Softball coach for the 2013-2014 school year.

Action 16. Approve Externship
Resolution Resolved, that the Somerset Hills Board of Education approve Michele Cascais, college student, to complete an Externship at Bedwell Elementary School from March 2014 through April 2014, not to exceed 25 hours.

Action 17. Approve Girls on the Run Program Coaches
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Girls on the Run program coaches at Bedwell Elementary School beginning April 22, 2014 for 9 weeks at an hourly rate of \$59.11 (Partially funded by the Somerset Hills Municipal Alliance committee)

Name	Position
a) DeTrollo, Karen	Coach
b) Freda, Michele	Coach
c) Herrera, Goodness	Substitute Coach
d) LaBruno, Wendi	Substitute Coach
e) Morlock, Kristin	Coach
f) Panik, Meredith	Coach
g) Rokosky, Deborah	Coach

Action 18. Approve Girls on the Move Program Coaches
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Girls on the Move program coaches at Bernardsville Middle School beginning April 15, 2014 for 15 sessions at an hourly rate of \$59.11 (Partially funded by the Somerset Hills Municipal Alliance committee)

Name	Position
a) Malwitz, Carrie	Coach
b) St. Ours, Elizabeth	Coach

Community Relations

No meeting

Supplementary Matters

1. Mrs. Swadba asked the Board members to contribute to a SHEF ad.
2. Mr. Baker announced that April 5th is Recycling Day.

Public Questions & Comments

None

Adjournment

Mr. DiGiacchino moved to adjourn the meeting at 8:30 p.m., seconded by Mr. Baker. The motion was approved by a roll call vote of 9-0.

Respectfully submitted,

Nancy Lee Hunter

Board Secretary

Resolutions:

***Note:** The areas of permitted voting for the Bedminster district representative of the Board of Education are: 1) tuition charged by the sending district and bill lists or contracts to be used for the sending district's pupils; 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.