
**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – APRIL 30, 2014**

Call to Order**Roll Call**

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

Executive Session

At 5:00 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: 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.

seconded the motion. The Board returned to public session at 7:30 p.m. Mrs. Coons reported that the Board discussed 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. 2014-2015 Annual School Budget Hearing
Mrs. Hunter gave a power point presentation.

Public Questions & Comments

None

Approval of Minutes

Action 1. Approval of Minutes

Resolution Mr. Palma moved, seconded by Mr. DiGiacchino that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for March 26, 2014. The minutes were approved by a roll call vote of 9-0-1. Mr. Palma abstained.

Finance**Committee Report**

Mr. Baker gave the report. The Committee met on April 11, 2014.

Action Items

Mr. Baker moved Finance Resolutions #1-4, seconded by Mr. Palma. Finance Resolutions #1-3 were approved by a roll call vote 10-0. Resolution #4 was approved by a roll call vote of 9-1. Mr. DiGiacchino voted no.

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 March 2014 of showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$6,659,548.10	\$6,659,548.10
(20) Special Revenue Fund	\$33,571.43	\$33,571.43
(30) Capital Projects Fund	\$244,437.67	\$244,437.67
(40)Debt Service Fund	\$(556,018.21)	\$(556,018.21)
Total Government Funds	\$6,381,538.99	\$6,381,538.99

(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 March 30, 2014.

Action 3. Payment of Bills*
Resolution WHEREAS, the Board Secretary has presented a check register dated March 2014 covering check numbers 30887 to 30896 in the amount of \$1,192,027.73 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	\$1,186,377.60
(20) Special Revenue Fund	\$5,650.13
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$1,192,027.73

Action 4. Adoption of the 2014-2015 Budget *
Resolution Resolved, that the Somerset Hills Board of Education adopt the 2014-2015 Budget (attached) as approved by the County Superintendent of Schools;
And, be it further
Resolved, that the Somerset Hills Board of Education approves that the 2014-2015 general fund tax levy of \$28,969,733 and the debt service fund tax levy of \$3,240,188 for a total tax levy of \$32,209,921 which represents a 2.8% increase from the tax levy for the previous school year.

Curriculum

Committee Report

Mrs. Palazzolo gave the report. The Committee met on April 3 & 22, 2014.

Action Items

Mrs. Palazzolo moved Curriculum Resolutions #1-4, seconded by Mr. Palma. Curriculum Resolutions #1-4 were approved by a roll call vote of 10-0.

Action 1. 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
BHS	a) Algebra I Class Kings, Bernardsville, NJ	5/22/14, 5/29/14 Rain dates: 5/23/14, 5/30/14	13	3	0
BHS	b) Music Theory Classes Martin Guitar Factory, Nazareth, PA	5/28/14	20	2	0
BHS	c) World Language William Paterson University, Monclair, NJ	5/15/2014	14	2	0
BES	d) ABA Preschool Turtle Back Zoo, West Orange, NJ	5/21/2014	6	8	2

Action 2. Approve Professional Development*
Resolution Resolved, that the Somerset Hills Board of Education approve the following professional development:

School	Name	Workshop/Conference	Est. Cost	Date
BES	a) Davis-Campbell, Malinda	An Exploration of Child Development & Mental Health	0	5/9
BES	b) Davis-Campbell, Malinda	Municipal Alliance meetings	0	3/20, 4/24, 5/15, 6/5
BES	c) Gunderman, Jenny	NJ Speech-Language- Hearing Assoc Convention	\$284.11	5/1-2
BES	d) Virtue, Janis	Best Books for Students K-6	\$207.56	5/2
BHS	e) DeTrollo, Karen	RU Lecture – Climate Change & Ocean Currents	\$30.24	3/20 (evening)
BHS	f) Ferrara, James	AP Physics Summer Institute	\$1,184.48	7/7-11
BHS	g) Grund, John	SHMAC meetings (BV, Peapack, Bedminster)	0	3/20, 4/24, 5/15, 6/5
BHS	h) Neigel, Scott	TCNJ Education Interview Day	0	4/11
BHS	i) Cherg, Jon	AP Computer Science – Inheritance and Labs	\$1,180.95	7/21 – 25
BMS	j) Cicchino, James	Millburn Math Class observation	0	4/2

BMS	k) DeAngelo, Stephanie	RU-Blend Textbooks w/Thematic WL units	\$113.45	3/28
BMS	l) Drew, Lisa	HIB Training	\$9.29	3/21
BMS	m) Georgiana, Michael	Millburn Math Class observation	0	4/2
BMS	n) Jandoli, Denise	Millburn Math Class observation	0	4/2
BMS	o) Latzke, Brian	Millburn Math Class observation	0	4/2
BMS	p) McInaw, Megan	Millburn Math Class observation	0	4/2
BMS	q) McMillan, Patricia	Rahway DMV-road test for BHS coaching	\$13.41	4/4
BMS	r) O'Halloran, Anne	Millburn Math Class observation	0	4/2
Olcott	s) Hunter, Nancy Lee	NJASBO Annual Training & Conf.	\$597.00	6/3-6

Action Resolution 3. Approve Booster/Foundation/Parent Fund Raisers
Resolved, that the Somerset Hills Board of Education approve the following Booster/Foundation/Parent Fund Raisers:

School	Organization	Date
BES	HSA- Patriots Baseball Game – to raise funds for Green Team	June 21
BHS	Softball – Hit A Thon	May 10

Action Resolution 4. HIB Report
Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on April 30, 2014 and upheld the findings and/or consequences recommended by the superintendent.

Facilities & Operations

Committee Report

Mr. Palma gave the report. The Committee met on April 23, 2014.

Action Items

Mr. Palma moved Facilities & Operations Resolutions #1-5, seconded by Ms. Kragie. Facilities & Operations Resolutions #1-5 were approved by a roll call vote of 10-0.

Action Resolution 1. Award Bid Exterior Door Replacement B.M.S.
Bids were received for Exterior Door Replacement Bernardsville Middle School on April 22, 2014 as follows:

	Base Bid	Alternate	Total
Smitty Door Service, Inc.	\$25,220.00	\$2,800.00	\$28,020.00
The MacKensie Group, Inc.	\$26,454.00	\$2,700.00	\$29,154.00
C&M Door Controls, Inc.	\$17,700.00	\$3,200.00	\$20,900.00

Resolved, that the Somerset Hills Board of Education award the bid for the Exterior Door Replacement/Bernardsville Middle School to C&M Door Controls, Inc. for a total bid price of \$20,900.00.

Action
Resolution

2. Award Bid Air Conditioning Upgrades B.E.S. and B.M.S.
Bids were received for the Air Conditioning Upgrades at Bedwell Elementary School and Bernardsville Middle School as follows:

Amco Enterprises, Inc.	\$212,800.00
Burlew Mechanical	\$147,409.00
Envirocon, LLC.	\$163,550.00
Teo Technologies, Inc.	\$153,200.00

Resolved, that the Somerset Hills Board of Education award the bid to Burlew Mechanical for the Air Conditioning Upgrades at Bedwell Elementary School and Bernardsville Middle School in the amount of \$147,409.00.

Action
Resolution

3. Support Resolution A-2930/S-1987 (Eliminates Superintendent Salary Cap)
Resolved, that the Somerset Hills Board of Education supports and urges the passage of Assembly Bill No. 2930 and Senate Bill No. 1987.

Action
Resolution

4. Appointment of Architect
A request for Proposal (RFP) was sent on April 2, 2014 to the following:
a) DiCara/Rubino Architects
b) DMR Architects
c) Fletcher Thompson
d) Parette Somjen Architects

The Facilities and Operations Committee interviewed all four firms on April 23, 2014. The Committee is recommending Parette Somjen Architects.

Resolved, that the Somerset Hills Board of Education appoint Parette Somjen Architects as the Architect of Record from May 1, 2014 to June 30, 2015.

Action
Resolution

5. Approve Application for 2014 Safety Grant
Resolved, that the Somerset Hills Board of Education hereby approves the submission of a grant application for the 2014 Safety Grant Program through the New Jersey Schools Insurance Group's ERIC NORTH Subfund for the purposes described in the application, in the amount of \$10,445.00 for the period July 1, 2014 through Jun 30, 2015.

Policy

No meeting

Personnel**Committee Report**

Mrs. Hawkins gave the report. The Committee met on April 2, 2014.

Action Items

Mrs. Hawkins moved Personnel Resolutions #1-23, seconded by Mr. Palma. Personnel Resolutions #1-23 were approved by a roll call vote of 10-0 with the exception of Resolutions #15, 16, 17, 18, 19, 20, 21 which were approved by a roll call vote of 9-1. Mr. DiGiacchino voted no.

All personnel action is on the recommendation of the Superintendent.

Action1. **Accept Retirement****Resolution**

Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Visavanh Vongsouthy, Bernards High School Custodian effective June 30, 2014, with thanks for 13 years of service to the district.

Action2. **Accept Resignation****Resolution**

Resolved, that the Somerset Hills Board of Education accept the resignation of Maryann Amiano, part time special education paraprofessional at the Bedwell Elementary School effective April 25, 2014.

Action3. **Approve Appointment of Paraprofessional****Resolution**

Resolved, that the Somerset Hills Board of Education approve the appointment of Yohaina Fernandez, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective April 9, 2014 for the 2013-2014 school year. (Stotz)

Action4. **Approve Appointment of Paraprofessional****Resolution**

Resolved, that the Somerset Hills Board of Education approve the appointment of Casey Donovan, full time special education paraprofessional, Step 1B, at a yearly salary of \$19,309 (prorated) effective April 14, 2014 for the 2013-2014 school year. (Hampton)

Action5. **Approve Parenthood Leave****Resolution**

Resolved, that the Somerset Hills Board of Education approve parenthood leave for Sophia Seelig, elementary teacher at Bedwell Elementary School from September 1, 2014 through the last day of the second marking period (date to be determined) January 2015.

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- Action 6. Approve FMLA
Resolution Resolved, that the Somerset Hills Board of Education approve FMLA for Katherine LaCotta, Art Teacher at Bernardsville Middle School, effective March 31, 2014 for 12 weeks.
- Action 7. Approve the Elimination of the Position Director of Curriculum K- 12
Resolution Resolved, that the Somerset Hills Board of Education approve the elimination of the position Director of Curriculum K-12 as of June 30, 2014.
- Action 8. Approve the Elimination of the Position Supervisor of Instruction K-8
Resolution Resolved, that the Somerset Hills Board of Education approve the elimination of the position of Supervisor of Instruction K-8 as of June 30, 2014.
- Action 9. Approve the Elimination of the Position Supervisor of Instructional
Resolution Technology
Resolved, that the Somerset Hills Board of Education approve the elimination of the position Supervisor of Instructional Technology as of June 30, 2014.
- Action 10. Approve the Elimination of the Position of Assistant Superintendent
Resolution Resolved, that the Somerset Hills Board of Education approve the elimination of the position Assistant Superintendent as of June 30, 2014
- Action 11. Approve the Creation of the Position Supervisor of Social Studies and
Resolution World Languages K-12
Resolved, that the Somerset Hills Board of Education approve the creation of the 12 month position Supervisor of Social Studies and World Language K-12 as of July 1, 2014.
- Action 12. Approve the Creation of the Position Supervisor of Language Arts
Resolution Literacy K-12
Resolved, that the Somerset Hills Board of Education approve the creation of the 12 month position Supervisor of Language Arts Literacy K-12 as of July 1, 2014.
- Action 13. Approve the Creation of the Position Supervisor of Math, Science and
Resolution Technology Education K-12
Resolved, that the Somerset Hills Board of Education approve the creation of the 12 month position Supervisor of Math, Science and Technology Education K-12 as of July 1, 2014.
- Action 14. Approve the Creation of the Position Assistant Superintendent of
Resolution Curriculum and Instruction
Resolved, that the Somerset Hills Board of Education approve the creation of the 12 month position Assistant Superintendent of Curriculum and Instruction as of July 1, 2014.

Action 15. Approve the Creation of the Position District Literacy Coach
Resolution Resolved, that the Somerset Hills Board of Education approve the creation of the position District Literacy Coach as of July 1, 2014.

Action 16. Approve the Creation of the Position District Mathematics Coach
Resolution Resolved, that the Somerset Hills Board of Education approve the creation of the position District Mathematics Coach as of July 1, 2014.

Action 17. Approve the Creation of the Position Director of District Facilities
Resolution Resolved, that the Somerset Hills Board of Education approve the creation of the position Director of District Facilities as of July 1, 2014.

Action 18. Approve the Creation of the Position Business Office Assistant
Resolution Resolved, that the Somerset Hills Board of Education approve the creation of the position Business Office Assistant as of July 1, 2014.

Action 19. Approve the Creation of the Position School Receptionist
Resolution Resolved, that the Somerset Hills Board of Education approve the creation of the 10 month position School Receptionist as of July 1, 2014.

Action 20. Approve Job Description
Resolution Resolved, that the Somerset Hills Board of Education approve the following job Descriptions:

a) Supervisor of Social Studies and World Languages K-12	12 months
b) Supervisor of Language Arts Literacy K-12	12 months
c) Supervisor of Math, Science and Technology Education K-12	12 months
d) Assistant Superintendent of Curriculum and Instruction	12 months
e) District Literacy Coach	10 months
f) District Mathematics Coach	10 months
g) Director of District Facilities	12 months
h) Business Office Assistant	Part time
i) School Receptionist	10 months

Action 21. Approve Staff Member Students
Resolution Resolved, that the Somerset Hills Board of Education approve the following children of staff members as district students for the 2014-2015 school year.

Grade K	Simoneau, Jon
Grades 1 & 3	Tchorz, Valerie
Grade 2 & 5	Noonan, Mark
Grade 3	McCarron, James
Grade 10	Silva, Karen

Grade 10	McMillan, Patricia
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Action 22. Approve Overload

Resolution Resolved, that the Somerset Hills Board of Education approve an overload for the following Bernards High School teacher:

Teacher	Subject Area	Overload	Length	Salary
Lisa Carpinello	Math	5 periods/week	April 1, 2014- June 19, 2014	\$2,519

Action 23. 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	Certificate
Quinones, Judy	Teacher, Paraprofessional	Substitute Credential

Community Relations

1. Mrs. Coons moved, seconded by Mrs. Swadba that the Somerset Hills Board of Education eliminate the Community Relations Committee. This Committee will function on an "ad hoc" basis. Resolution was approve unanimously.

Supplementary Matters

1. Mr. DiGiacchino spoke about the upcoming intergenerational prom and thanked Mrs. Anne Connor and all the volunteers and students for their help.
2. Mr. Baker reported on the success of the SHEF fundraiser at Blairsden Estate this past Sunday, SHEF had 400 guests.

Public Questions & Comments

None

Executive Session

At 8:55 p.m., Mrs. Coons 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: 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.

Ms. Kragie seconded the motion. The Board returned to public session at 10:30 p.m. Mrs. Coons reported that the Board discussed personnel and student matters.

Adjournment

Mr. Palma moved to adjourn the meeting at 10:30 p.m., seconded by Mrs. Palazzolo. The motion was approved by a roll call vote of 10-0.

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.**