
**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – DECEMBER 14, 2011**

Call to Order

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

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.

Roll Call**Present**

Robert Baker
Donna Coons
John Dorr
Julie Goetz
Deborah Hawkins
Linda Kragie
Nancy Palazzolo
Lauriann Swadba

Absent

Linda McMahon
Louis Palma

Also Present

Peter Miller
Nancy Lee Hunter
Barbara Walls

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: 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.

Mr. Palma seconded the motion to adjourn to executive session and the resolution was passed by unanimous vote of 10-0. The Board returned to public session at 7:30 p.m. Mrs. Coons reported that the Board discussed Personnel, Student Matters and Negotiations.

Pledge of Allegiance

Correspondence

Report of the Superintendent

1. B.H.S. Soccer Team Group 2 State Champs!
2. Annual Financial Audit - Warren Korecky, Partner - Suplee Clooney & Company
3. Student/Staff Recognition
 - Congratulations to the BHS Boys Soccer Team as the **State Champions!** This is the third State Championship in our soccer history, the others were 1989 and 2006. They were not scored upon during their entire state playoff run!
 - Courier News has named Bernards High School as the soccer all group “Team of the Year”.
 - Coach LaSpada was also named “Coach of the Year.”
 - Dana Giordano competed in the Nike Cross Nationals in Portland, Oregon on coming in 12th out of 196 competitors – the top scorer in the Northeast division!
 - MSG Varsity notified us that BHS is a winner in MSG Varsity’s “Home Field Advantage” School Spirit contest!
 - Another MSG Varsity program that our students were invited to be a part of was the Academic Challenge. The show was taped in November and airs on December 29 at 6:30pm.
 - Bernards Cheerleaders took home first place in their division at the Ridge Cheerleading competition and captured the Grand Champion Trophy as the best overall team in any division!!
 - Many thanks to the Bernardsville Garden Club and the Historic Preservation Advisory Committee (HPAC) for planting over 180 bulbs around the new trees and shrubs along the driveway and Olcott Avenue.
 - The Somerset County Board of Chosen Freeholders will be awarding us a grant of \$7,650 for construction documents..

Public Questions & Comments

Approval of Minutes

- | | |
|-------------------|--|
| <u>Action</u> | 1. <u>Approval of Minutes*</u> |
| <u>Resolution</u> | Ms. Kragie moved that the Public Input & Action and Executive session minutes of November 16, 2011 be approved. Mrs. Kragie moved to second the motion. Resolution was approved by a 8-0 vote. |

Finance**Committee Report**

Mr. Dorr reported that the committee will meet in January.

Action Items

Mr. Dorr moved resolutions 1-5, seconded by Mrs. Palazzolo. Resolutions 1-5 were approved by a roll call vote of 8-0.

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 November, 2011 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$6,474,178.43	\$6,474,178.43
(20) Special Revenue Fund	(\$27,792.06)	(\$27,792.06)
(30) Capital Projects Fund	\$284,534.02	\$284,534.02
(40)Debt Service Fund	\$151,953.05	\$151,953.05
Total Government Funds	\$6,882,873.44	\$6,882,873.44

(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 2011-2012 Budget Transfers*****Resolution**

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for November, 2011.

Action**3. Payment of Bills*****Resolution**

WHEREAS, the Board Secretary has presented a check register dated November, 2011 covering check numbers 24517 to 24532 in the amount of \$2,223,567.09 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	\$2,202,520.43
(20) Special Revenue Fund	\$11,046.66
(30) Capital Projects Fund	\$10,000.00

(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$2,223,567.09

Action
Resolution

4. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated December, 2011 covering check numbers 24533 to 24710 in the amount of \$2,223,567.09 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	\$1,073,455.71
(20) Special Revenue Fund	\$81,072.23
(30) Capital Projects Fund	\$4,096.20
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$1,158,624.14

Action
Resolution

5. Acceptance of 2010-2011 Audit *

Whereas the Somerset Hills Board of Education engaged the firm of Suplee, Clooney & Company to conduct a yearly audit of the district's financial records; and

Whereas the firm audited these records for the 2010-2011 school year;

NOW THEREFORE BE IT RESOLVED that the minutes reflect that the Somerset Hills Board of Education reviewed the 2010-2011 Audit Report, acknowledges that there are no recommendations.

BE IT FURTHER RESOLVED that the Board Secretary be directed to file the necessary reports to the State Department of Education.

Curriculum

Action Items

Mrs. Palazzolo moved resolutions 1-5, seconded by Mrs. Swadba. Resolutions 1-3 were approved by a roll call vote of 8-0. Resolutions 4-5 were approved by a roll call vote of 7-0.

Action
Resolution

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	a) Theatre/Speech Students NJDFL Competition Dumont H.S., Dumont NJ	12/17/11	20	2	0
BHS	b) Winter Track Team – Somerset County Championships Lehigh University	12/28/11	40	3	0

	Bethlehem, PA				
BHS	c) Theatre Students Circle in the Square Theatre Godspell Production NYC	01/06/12	50	4	0
BHS	d) Mock Trial Competition Somerset County Courthouse Somerville, NJ	1/3/12 & 1/5/12	10	2	0
BHS	e) BHS Winter Track Team Hispanic Games Meet NY Armory, NYC	01/07/12	45	3	0
BHS	f) Theatre/Speech Students Drama Speech Competition Dumont H.S., Dumont NJ	01/21/12	20	2	0
BHS	g) Winter Track Team New Balance Games Meet NY Armory, NYC	01/21/12	45	3	0
BHS	h) Theatre Students STANJ Governors Awards Mason Gross East Brunswick, NJ	01/28/12	20	2	0
BHS	i) Winter Track Team Skyland Conference Meet Lehigh University Bethlehem, PA	01/28/12	35	3	0
BHS	j) Winter Track Team Metropolitan Invitational Track Meet NY Armory, NY	02/01/12	20	3	0
BHS	k) Winter Track Team Varsity Classic Track Meet NY Armory, NYC	02/06/12	65	2	0
BHS	l) Theatre/Speech Students NJDFL Tournament Finals Raritan H.S. Raritan NJ	02/25/12	20	2	0

Action
Resolution

2. 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) Burnett, Sherilyn	Getting Started with Educational Apps	\$ 23.68	1/31/12
BES	b) Butler, Coleen	Institute on Literacy Coaching & Whole School Reform	\$750.00	1/23-26/12
BHS	c) Collins, Kay	How to Teach Algebra I & Pre-Algebra	\$195.00	1/12/12

BHS	d) Cooley, Suzanne	iPad Workshop for School Leaders	\$ 825.00	1/27/12
BHS	e) Corbett, Michael	iPad Workshop for School Leaders	\$ 835.39	1/27/12
BHS	f) Dooley, Megan	Transitions 2012: High School to Higher Education	\$ 257.00	1/27/12
BHS	g) Drag, Nicole	Enhancing High School Math	\$ 195.00	1/11/12
BHS	h) DuBois, Louise	Dealing with Today's Girl Bullying	\$141.40	1/11/12
BES	i) Fulton, Cynthia	Innovative Strategies for Strengthening Kindergarten Program	\$215.00	1/4/12
BHS	j) Janosko, Ashley	American Counselor Association	\$1,590.00	3/22,23 &26/12
BMS	k) MacGorman, Kristen	What's New in Young Adult Literature	\$238.05	1/31/12
BES	l) Weber-Hummel, Lisa	Getting Started with Educational Apps	\$15.00	1/31/12

Action Resolution 3. Approve Curriculum*
Resolved, that the Somerset Hills Board of Education adopt the following curriculum addition on Dating Violence to the grade 7-12 Health Curriculum. All curriculum documents are on file in the Curriculum Office.

Action Resolution 4. Approve School Safety Team Additions
Resolved, that the Somerset Hills Board of Education approve the addition of Amy Phelan to the Bedwell School Safety Team and Dr. Lynn Kratz to the Bernardsville Middle School Safety Team.

Action Resolved 5. Approve Adoption of Math Text
Resolved, that the Somerset Hills Board of Education approve the adoption of the Math in Focus K-5 mathematics program. Implementation will follow the three year action plan for 2011-2014.

Facilities & Operations

Action Items

Mr. Baker moved resolutions 1-4, seconded by Ms. Kragie. Resolutions 1-5 were approved by a roll call vote of 8-0.

Action Resolution 1. Renewal of Schools for Energy Efficiency*
Resolved, that the Somerset Hills Board of Education approve the renewal of the School for Energy Efficiency – SEE Program for a third year at a cost of \$18,800, net of \$1,600 refund from Middlesex County Educational Services Commission.

Action 2. Approval of QSAC Statement of Assurance*
Resolution Resolved, that the Somerset Hills Board of Education approve the submission of the QSAC Statement of Assurance for the school year 2011/2012.

Action 3. Approve Changes to NJSBAIG By-Laws*
Resolution Resolved, that the Somerset Hills Board of Education approve changes to the By-Laws of the New Jersey School Board Association Insurance Group (now know as New Jersey School Board Insurance Group).

Policy

Action Items

Mrs. Palazzolo moved resolutions 1-11, seconded by Mrs. Swadba. Resolutions 1-11 were approved by a roll call vote of 8-0.

Action 1. Second Reading & Adoption Policy #5519 Dating Violence at School (M) - New
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #5519 Dating Violence at School (M) - New.

Action 2. Second Reading & Adoption Regulation #5519 Dating Violence at School (M) - New
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Regulation #5519 Dating Violence at School (M) - New.

Action 3. First Reading & Adoption Bylaw #0155 Board Committees – Revised
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Bylaw #0155 Board Committees – Revised.

Action 4. First Reading & Adoption Regulation #5600 Pupil Discipline/Code of Conduct (M) -
Resolution Revised
Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Regulation #5600 Pupil Discipline/Code of Conduct (M) – Revised.

Action 5. First Reading & Adoption Policy #6424 Emergency Contracts – Revised
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #6424 Emergency Contracts – Revised.

Action 6. First Reading & Adoption Policy #8505 School Nutrition (M) – Revised
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #8505 School Nutrition (M) – Revised.

Action 7. First Reading Bylaw #0168 Recording Board Meetings – Revised
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Bylaw #0168 Recording Board Meetings – Revised.

Action 8. First Reading Regulation #5530 Substance Abuse (M) – Revised
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Regulation #5530 Substance Abuse (M) – Revised.

Action Resolution 9. First Reading Policy #6472 Tuition Reimbursement – New
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #6472 Tuition Reimbursement – New.

Action Resolution 10. First Reading Policy #9180 School Volunteers – Revised
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #9180 School Volunteers – Revised.

Action Resolution 11. First Reading Policy 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants - Revised
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants – Revised.

Personnel

Action Items

Mrs. Hawkins moved resolutions 1-12, seconded by Ms. Kragie. Resolutions 1, 2, 3, 9, 10, 11, 12 were approved by a roll call vote of 8-0. Resolution 4-5-6-7-8 were approved by a roll call vote 7-0.

All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. Approve Appointment of Paraprofessional*
Resolved, that the Somerset Hills Board of Education approves the appointment of Lauren McGrady, part time special education paraprofessional at Bernards High School, Step 1B, at an hourly rate of \$14.91, 17 hours/30minutes per week, effective December 6, 2011 for the 2011-2012 school year.

Action Resolution 2. Approve Change in Hours for Special Education Paraprofessionals*
Resolved, that the Somerset Hills Board of Education approves the following change in hours for special education paraprofessionals for the 2011-2012 school year:

<u>Name</u>	<u>Location</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Lauren Woods	Bedminster	13 hrs/45 min	15 hrs	11/14/11
Brian Rennalls	BHS	17 hrs/30 min	20 hrs	12/6/11

Action Resolution 3. Approve Longevity*
Resolved, that the Somerset Hills Board of Education approves longevity for Wannapha Vongvilay, custodian at Bernards High school, as follows:

	<u>Amount</u>
Effective Date – May 3, 2011 through June 30, 2011	\$786 (prorated)
Effective Date – July 1, 2011 through June 30, 2012	\$393

Action 4. Amend Parenthood Leave

Resolution Resolved, that the Somerset Hills Board of Education amend the parenthood leave for Emma Davis, elementary school teacher, as follows:
 From: September 1, 2011 – January 26, 2012
 To: January 27, 2012 – June 30, 2012

Action 5. Amend Dates for Leave Replacement Teacher
Resolution Resolved, that the Somerset Hills Board of Education amend dates for Cory Mazen, leave replacement elementary teacher, as follows (Davis):
 From: September 1, 2011 – January 26, 2012
 To: January 27, 2012 – June 30, 2012

Action 6. Approve Leave of Absence
Resolution Resolved, that the Somerset Hills Board of Education approves a Family Medical Leave of Absence for Patrick Reed, elementary teacher, effective January 3, 2012 through February 17, 2012.

Action 7. Approval of Extended Assignment Substitute
Resolution Resolved, that the Somerset Hills Board of Education approves Carolyn Sheehan, extended assignment substitute, effective January 3, 2012 through February 17, 2012, at a per diem rate of \$190.00 (Reed).

Action 8. Approval of Extended Assignment Substitute
Resolution Resolved, that the Somerset Hills Board of Education approves Barbara Cotton, extended assignment substitute, effective December 12, 2011 through end of assignment (not to extend beyond January 17, 2012), at a per diem rate of \$170.00 (Justice).

Action 9. Approval of Co-Curricular Positions*
Resolution Resolved, that the Somerset Hills Board of Education approves the following co-curricular positions for the 2011-2012 school year:

Bernards High School

Richard Armstrong Men's Basketball Volunteer

Andrew Martino Men's Basketball Volunteer

Bernardsville Middle School

Katelyn Finley Math League Club \$42.00/hour

Bedwell Elementary

Deb Rokosky Homework Club \$58.24/hour

Phil Wilkinson Homework Club \$58.24/hour

Action 10. Approval of Substitutes*
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes for the 2011-2012 school year:

Teachers

Norman Luik Sub Certificate

Katherine Paccione CEAS

Paraprofessional

Mary Davis
Edward Gdula
Secretary
Annika Gruters
Rita Taber

Action 11. Approve Substitute*

Resolution Resolved, that the Somerset Hills Board of Education approves the following substitute:

Teacher

Kimberly Banks	Sub Certificate
Brian Harlow	Sub Certificate
Michelle Maddaluna	Sub Certificate

Action 12. Approval of Athletic Positions*

Resolution Resolved, that the Somerset Hills Board of Education approves the following athletic positions:

Bernards High School

Nicholas Hemans	Ice Hockey: Assistant
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Stipend

\$4,013 (50% to be reimbursed by
The Bernardsville/Somerville
Hockey Parents Association)

Kimberly Banks	Swim Team
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Volunteer

Neighborhood RelationsCommunity RelationsSupplementary MattersPublic Questions & CommentsAdjournment

Mr. Dorr moved to adjourn the meeting at 9:15 p.m., seconded by Ms. Kragie. The motion was approved by a unanimous vote of 8-0.

Respectfully submitted,

Nancy Lee Hunter

Board Secretary