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**The Somerset Hills School District**  
**PUBLIC INPUT & ACTION MEETING MINUTES – FEBRUARY 19, 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	Mrs. Palazzolo	Frances Wood
Mr. DiGiacchino		Nancy Lee Hunter
Mrs. Hawkins		
Ms. Kragie		
Mr. Palma		
Mrs. Petrilli		
Ms. Goetz		
Mrs. Swadba		
Mrs. Coons		

**Executive Session**

At 6:40 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: Legal Matters, Personnel and Student Matters.

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. The Board returned to public session at 7:30 p.m. Mrs. Coons reported that the Board discussed Legal Matters, Personnel and Student Matters.

**Welcome****Pledge of Allegiance****Correspondence**

None

**Report of the Superintendent**

## 1. Student/Staff Recognition

1. Dr. Wood congratulated the following students and staff:

- **Dave Szostak** – Cross Country Coach – selected as the Courier News Coach of the Year and, Dave will be inducted into the New Jersey Scholastic Coaches Association Hall of Fame
- **Boys Cross Country Team**- Skyland Conference Division Champions and Sectional runners-up. They finished with a top 20 ranking in the entire State!
- **Girls Cross Country Team** - Skyland Conference Division Champions and Sectional Champions
- **Paige Petty** – as a freshman, invited to the Cross Country Meet of Champions.
- **Emma Christus** - Courier News Field Hockey Player of the Year and the Star Ledger Somerset County Player of the Year!
- Junior, **Sarah Ryan**, has passed the 1000 point mark in basketball. She is the second female to accomplish this incredible feat!
- Congratulations to all four of our National Merit Scholarship semifinalists who have moved on to finalists:

**Meghan Gehan**

**Grace Lobo**

**Nikita Shaiva**

**Navaneethan Vaikunthan**

**Academic Report**

1. Dr. Wood gave the Academic Report for all schools.

**Public Questions & Comments****Approval of Minutes**

Action 1. Approval of Minutes

Resolution Mr. DiGioacchino moved, seconded by Ms. Kragie, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for January 29, 2014. The minutes were approved by a roll call vote of 7-0-2. Mr. Palma and Mrs. Hawkins abstained.

**Finance****Committee Report**

Mr. Baker reported that the committee met on February 11, 2014. The next meeting will be on March 6, 2014 at 6 p.m.

**Action Items**

Mr. Baker moved Finance Resolutions #1-7, seconded by Mr. Palma. 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 January 2014 showing the following balances:

FUND	Board Secretary	Treasurer Cash
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	<b>Cash Balance (1)</b>	<b>Balance (2)</b>
(10) General Fund	\$6,785,493.27	\$6,785,493.27
(20) Special Revenue Fund	\$141,618.38	\$141,618.38
(30) Capital Projects Fund	\$277,338.01	\$277,338.01
(40)Debt Service Fund	\$822,290.79	\$822,290.79
Total Government Funds	\$8,026,740.45	\$8,026,740.45

(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.

(To be delivered at the meeting)

Action  
Resolution

2. Approve 2013-2014 Budget Transfers\*

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

Action  
Resolution

3. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated January 2014 covering check numbers 30341 to 30489 in the amount of \$2,156,684.79 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:

<b>FUND</b>	<b>AMOUNT</b>
(10) General Fund	\$2,151,896.66
(20) Special Revenue Fund	\$4,788.13
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
<b>TOTAL</b>	<b>\$2,156,684.70</b>

WHEREAS, the Board Secretary has presented a check register dated February 2014 covering check numbers 30490 to 30638 in the amount of \$996,194.85 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:

<b>FUND</b>	<b>AMOUNT</b>
(10) General Fund	\$906,799.38
(20) Special Revenue Fund	\$58,120.18

(30) Capital Projects Fund	\$29,170.69
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$2,104.60
<b>TOTAL</b>	<b>\$996,194.85</b>

Action  
Resolution

4. Approve Parent Fund Raisers  
Resolved, that the Somerset Hills School District approve the following parent fund raisers:

School	Organization	Date
BHS	Baseball Booster Club – Sliders & appetizers at Claremont Tavern	4/17/14

Action  
Resolution

5. Approve Waiver of Requirements Special Education Medicaid Initiative Program\*  
Resolved, that the Somerset Hills Board of Education approve the Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:  
Whereas, NJAC 6:A23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program.  
Whereas, the Somerset Hills Board of Education desires to apply for this waiver due to the fact that it estimates having 27 students Medicaid eligible classified students which is less than the state guideline of 40 students in the 2014-2015 budget year.  
Resolved, that the Somerset Hills Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Somerset an appropriate request for a waiver of the requirements of NJAC 6:A23A-5.3 for the 2014-2015 school year.

Action  
Resolution

6. Accept Somerset Hills Lutheran Church Scholarship  
Resolved, that the Somerset Hills Board of Education accept the Somerset Hills Lutheran Church Scholarship in the amount of \$2,000, to be awarded as a one-time, post-secondary education scholarship to a B.H.S. graduating senior.

Action  
Resolution

7. Approve Source4Teachers Contract 2014-2015  
Resolved, that the Somerset Hills Board of Education approve Source4Teachers contract for substitute paraprofessionals for the 2014-2015 school year.

**Curriculum**  
**Committee Report**

The next meeting will be on March 14, 2014.

Action Items

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

Action  
Resolution

1. Approve Field Trips\*  
Resolved, that the Somerset Hills Board of Education approve the following field trips:

<b>School</b>	<b>Trip</b>	<b>Date(s)</b>	<b># of Students</b>	<b># of Faculty</b>	<b># of Chaperones</b>
BED	a) Second Grade DaVinci Science Center Allentown PA	3/27/14	147	10	21
BED	b) MD Class Library, Post Office, Shoprite, Burger King	4/1-8-22-29 5/1-8-12-29 6/3-10	1	2	Nurse
BMS	c) Grade 6 students Adventure Aquarium Camden NJ	3/24/14	150	8 + 2 nurses	8
BMS	d) Fifth Grade Waterloo Village Byram, NJ	5/16/14	155	13	0
BHS	e) BHS Jazz Ensemble Jazz Festival Performance Temple University Philadelphia, PA	3/5/14	19	1	1
BHS	f) Transition Skills/ Classified Students College tour/LD support services tour Raritan Valley CC Branchburg, NJ	3/19/14	10-12	2	0
BHS	g) AP European History LaBoheme Performance Metropolitan Opera NYC NY	3/22/14	14	2	0
BHS	h) Boys Tennis Training Camp Sea Colony Tennis Resort Bethany Beach DE	3/27-3/31	9	1	0
BHS	i) Jazz Ensemble Jazz Festival Livingston High School Livingston NJ	3/29/14	19	1	1
BHS	j) Guidance/College & Career Center NJ National College Fair Secaucus NJ	4/23/13	50	4	0
BHS	k) Anatomy for Life Class	4/25/14	15	1	0

	Science of Organ transplant & career opportunities NJ Sharing Network New Providence NJ				
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Action  
Resolution

2. Approve Professional Development\*

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

<b>School</b>	<b>Name</b>	<b>Workshop/Conference</b>	<b>Est. Cost</b>	<b>Date</b>
BES	a) Davis, Emma	TC	\$50.00	3/18/14
BES	b) Falzarano, Sarah	TC-Supporting Non-Fiction Book Clubs & Writing about Science	\$100.00	2/26/14
BES	c) Falzarano, Sarah	TC-Fairy Tales & Writing About Reading	\$100.00	3/5/14
BES	d) Horowitz, Susan	TC	\$67.60	3/3/14
BES	e) Morlock, Kristin	NJ Ask Day or Test Prep	\$65.50	4/1/14
BES	f) Pike, Emily	Culture Conference	\$206.85	4/11/14 4/12/14
BES	g) Smith, Lauren	TC	\$83.00	3/3/14
BES	h) Willmot, Mary	Child Neurology	\$199.00	3/17/14
BES	i) Windisch, Mary Clare	TC	\$50.00	3/18/14
BHS	j) Babicke, Dennis	Photoshop for Photographers	\$167.50	3/4/14
BHS	k) Cerza, Angela	AP Reader	Hotel charge to come	6/2/14- 6/9/14
BHS	l) Connor, Anne	Legal Issues in Student Health	\$170.95	3/4/14
BHS	m) Falzarano, Jeff	AC Football Clinic	0	2/28/14
BHS	n) Ferrara, James	AP Reader for AP Physics	0	6/2/14- 6/9/14
BHS	o) Seela, Lisa	Educational Computing Cooperative Conference	\$110.00	3/11/14
BHS	p) Trumpy, Fred	Int'l Trumpet Guild Annual Conference	\$275.00	5/22/14 5/23/14
BHS	q) Violillo, Maddalena	NJECC Conference	0	3/11/14
BHS	r) Weltler, Lynn	The Broadway Teachers Workshop	\$649.00	7/14/14- 7/16/14

BMS	s)	Both, Kristene	What's New in Young Adult Lit.	\$235.00	3/26/14
BMS	t)	Dokus, Samuel	AC Football Clinic	0	2/28/14
BMS	u)	Habermas, Chris	NJASK DTC Training	0	3/17/14
BMS	v)	MacGorman Boylan, Kristen	What's New In Young Adult Literature & How To Use It In Your Program	\$244.05	3/26/14
BMS	w)	Snyder, Jason	Int'l Trumpet Guild Annual Conference	\$275.00	5/22/14 5/23/14
District	x)	Hunter, Nancy	ERIC North Joint Insurance Meetings	0	1/31/14, 5/9/14
District	y)	Young, Charles	MUJC Technology Subcommittee	0	1/23/14, 3/20/14, 5/15/14

## **Facilities & Operations**

### **Committee Report**

Mr. Palma reported that the committee met prior to this meeting tonight.

### **Action Items**

Mr. Palma moved Facilities & Operations Resolutions #1-2, seconded by Ms. Kragie. Facilities & Operations Resolutions #1-2 were approved by a roll call vote of 9-0.

### **Action Resolution**

#### 1. Acceptance of Grant Funds B.M.S Doors (4815-040-14-2002)

Resolved, that the Somerset Hills Board of Education accepts a grant from the Department of Education in the amount of \$27,680 which represents 40% of the total project cost of \$69,200 for the replacement of certain outside doors at Bernardsville Middle School. And be it further resolved, that the District accepts the preliminary eligible costs (PEC) as final eligible costs (FEC).

### **Action Resolution**

#### 2. Acceptance of Grant Funds B.H.S Old Auditorium (4815-020-14-1001)

Resolved, that the Somerset Hills Board of Education accepts a grant from the Department of Education in the amount of \$569,542 which represents 40% of the total project cost of \$1,423,855 for roof replacement, HVAC replacement balcony demolitions and other upgrades to the Old Auditorium and Bernards High School. And be it further resolved, the District accepts the preliminary eligible costs (PEC) as final eligible costs (FEC).

### **Policy**

No meeting.

**Personnel****Committee Report**

Mrs. Hawkins reported that the committee met on February 4 and 18, 2014.

**Action Items**

Mrs. Hawkins moved Personnel Resolutions #1-12, seconded by Mr. Palma. Personnel Resolutions #1-2 were approved by a roll call vote of 9-0.

All personnel action is on the recommendation of the Superintendent.

**Action  
Resolution**1. **Accept Resignation**

Resolved, that the Somerset Hills Board of Education accept the resignation of Andrea Colicchio, Special Education Teacher at Bedwell Elementary School effective March 28, 2014.

**Action  
Resolution**2. **Approve Appointment of Paraprofessional**

Resolved, that the Somerset Hills Board of Education approve the appointment of Marjorie Pernaselli, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective February 10, 2014 for the 2013-2014 school year. (Bubnick)

**Action  
Resolution**3. **Amend Team Leader**

Resolved, that the Somerset Hills Board of Education amend the team leader position of Jonelle Mustich, Team Leader – Grade K from September 1, 2013 through March 7, 2014 at a stipend of \$2,475 (prorated) for the 2013-2014 school year.

**Action  
Resolution**4. **Appoint Team Leader**

Resolved, that the Somerset Hills Board of Education appoint Phyllis DeStefano, Team Leader – Grade K effective March 10, 2014 through June 30, 2014 at a stipend of \$2,475 (prorated) for the 2013-2014 school year.

**Action  
Resolution**5. **Approve Appointment Instructors for Family Math Program**

Resolved, that the Somerset Hills Board of Education approve the appointment of the following teachers as instructors for the Family Math Program - Winter/Spring at Bedwell School at a rate of \$40.00 per hour.

<b>Name</b>	<b>Position</b>	<b>Hours</b>
Brooten, Darcey	Grade 4	9 hours
O'Day, Lauren	Grade K	15 Hours
Fulton, Cynthia	Grade K	15 hours
Reeves, Jamie	Grade 4	9 hours
Ruiz, Katie	Grade 2	18 hours
Werner, Erika	Grade 2	18 hours

**Action**6. **Rescind Appointment of Tutor Mentors**



Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of the following tutor mentors for the six week after school program at Bedwell Elementary School beginning January 15, 2014 through May 21, 2014 at an hourly rate of \$59.11.

<b>Name</b>	<b>Position</b>	<b>Stipend</b>
LaBruno, Wendi	Tutor Mentor - substitute	\$59.11/hour
Rokosky, Deborah	Tutor Mentor	\$59.11/hour
Ruiz, Kathleen	Tutor Mentor	\$59.11/hour
Wilkinson, Philip	Tutor Mentor	\$59.11/hour

Action 7. Approve Appointment of Homework Club Positions

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following Homework Club Positions for the six week after school program at Bedwell Elementary School beginning January 15, 2014 through May 21, 2014 at an hourly rate of \$59.11.

<b>Name</b>	<b>Position</b>	<b>Stipend</b>
LaBruno, Wendi	Homework Club - substitute	\$59.11/hour
Rokosky, Deborah	Homework Club	\$59.11/hour
Ruiz, Kathleen	Homework Club	\$59.11/hour
Wilkinson, Philip	Homework Club	\$59.11/hour

Action 8. Approve Appointment of Volunteer

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Jessica Frazier, Volunteer - Bernards High School Softball for the 2013-2014 school year.

Action 9. Approve Appointment of Home Instructor

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Debra Leach, Home Instructor grades K-5, at an hourly rate of \$59.11 (not to exceed 4 hours per week) for the 2013-2014 school year.

Action 10. Approve Appointment of Substitutes

Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2013-2014 school year:

<b>Name</b>	<b>Substitute</b>	<b>Certificate</b>
Giordano, Susan	Teacher, Paraprofessional	Substitute Credential
Parikh, Rashmi	Teacher, Paraprofessional	Substitute Credential
Bisco, Joseph	Bus Paraprofessional	
Burnash, Eileen	Teacher, Paraprofessional	Substitute Credential
Froisland, Kristi	Teacher, Paraprofessional	Substitute Credential

Action 11. Approve Appointment of Interim Assistant Superintendent for Curriculum and Instruction

Resolution Resolve, that the Somerset Hills Board of Education approve the appointment of Jennifer Shouffler, Interim Assistant Superintendent for Curriculum and Instruction, at an annual salary of \$135,000 (prorated) effective February 17, 2014 for the 2013-2014 school year. (Piparo-Walls)

**Action** 12. **Approve the Appointment of Bus Paraprofessional**

**Resolution** Resolved, that the Somerset Hills Board of Education approve Joseph Bisco, bus paraprofessional, at an hourly rate of \$18.00, effective February 20, 2014 for the 2013-2014 school year.

**Community Relations**

1. Mrs. Swadba reported that the committee met on February 6, 2014. The next meeting will be February 20, 2014.

**Supplementary Matters**

1. None

**Public Questions & Comments**

1. Mr. Joe Foglia addressed the Board on behalf of the Somerset Hills Education Association. He asked if there was a plan regarding the reduction in Central Administration. Mr. Foglia distributed a packet of past grievances to the Board. The Association is concerned that the Board has not heard any grievances in the past two years. He asked them to consider hearing the most recent grievance.

**Adjournment**

Mr. Palma moved to adjourn the meeting at 8:25 p.m., seconded by Mrs. Hawkins. The motion was approved by a unanimous 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.**