

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – FEBRUARY 29, 2012**

Call to Order

The meeting was called to order at 7:45 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
Linda McMahan
Nancy Palazzolo
Louis Palma
Lauriann Swadba

Absent**Also Present**

Peter Miller
Nancy Lee Hunter
Barbara Walls

Executive Session

At 6:30 p.m., Mr. Palma 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, 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. Baker 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 7:45 p.m. Mrs. Coons reported that the Board discussed Personnel, Student Matters, Negotiations and Litigation.

Pledge of Allegiance

Correspondence

1. Thank You for the Columbia Teacher Training Program
2. Thank You from S.H.E.F.

Report of the Superintendent

1. S.H.E.F. Update
Alice Rose gave a report on S.H.E.F. and invited everyone to attend the Chili Cook Off on March 24, 2012 at Upton Pynes Estate.
2. Student/Staff Recognition
Mr. Miller reported on the following:
Congratulations to the Girls Fencing team for winning the Skyland Conference Championship and capturing the District 1 Championship! The Boys Fencing came in 3rd!

Dana Giordano won the NJSIAA Meet of Champions at the Bennett Center in Toms River this weekend. She captured the gold medal by setting a meet record of 10:24.7! Her time puts her at NUMBER ONE in the NATION! Congratulations to Dana and Coach Szostak!!

Both Winter Track teams captured State Sectional Championships! Congratulations to the teams and coaches Szostak and Baker. BHS Junior, Charlie Cole, made the USA Swimming Scholastic All-America team, a recognition that is given in honor of both academic and athletic accomplishments. The New Jersey Ice Hockey League announced the All Stars for the 2011-12 season. Congratulations to Bernards Senior Erik Yarosh and Junior Matt Dean. The BHS Academic Challenge Team competed today in the MSG Varsity Challenge "Sweet Sixteen" round facing stiff competition. The members of the team are seniors Matthew Goldman, Adam Rosenstein, Julianna St. Onge, and Saranya Thurairatnam

Director of Curriculum, Jennifer Shouffler, BHS Math Teacher, Paula Gray and BHS Supervisor of Social Studies/Guidance, Kate McCabe, have been selected to serve as a members of the writing team for the new state model curriculum. This is a great credit to them as they will have direct influence on the state's curriculum.

3. Introduction of 2012-2013 Budget
Mr. Miller and Mrs. Hunter introduced the proposed 2012-2013 budget (attached).

Public Questions & Comments

None

Approval of Minutes

Action 1. Approval of Minutes*

Resolution Ms. Kragie moved that the Public Input & Action and Executive session minutes of December 20, 2011 be approved. Mr. Palma seconded the motion. Resolution was approved by a roll call vote of 10-0.

Action 2. Approval of Minutes*

Resolution Ms. Kragie moved that the Public Input & Action and Executive session minutes of January 9, 2012 be approved. Mr. Palma seconded the motion. Resolution was approved by a roll call vote of 10-0.

Action 3. Approval of Minutes*

Resolution Ms. Kragie moved that the Public Input & Action and Executive session minutes of January 18, 2012 be approved. Mr. Palma seconded the motion. Resolution was approved by a roll call vote of 10-0.

Action 4. Approval of Minutes*

Resolution Ms. Kragie moved that the Public Input & Action and Executive session minutes of February 2, 2012 be approved. Mr. Palma seconded the motion. Resolution was approved by a roll call vote of 10-0.

Finance

Committee Report

Mr. Dorr reported that the committee met on February 23, 2012.

Action Items

Mr. Dorr moved resolutions 1-8, seconded by Mr. Palma. Resolutions 1-8 was approved by a roll call vote of 10-0.

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 2012 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$5,758,763.81	\$5,758,763.81
(20) Special Revenue Fund	\$24,230.83	\$24,230.83
(30) Capital Projects Fund	\$284,534.02	\$284,534.02
(40)Debt Service Fund	\$701,066.05	\$701,066.05
Total Government Funds	6,768,594.71	6,768,594.71

(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 January, 2012.

Action 3. Payment of Bills*
Resolution WHEREAS, the Board Secretary has presented a check register dated January 31, 2012 covering check numbers 24897 to 25066 in the amount of \$2,583,932.79 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:

FUND	AMOUNT
(10) General Fund	\$2,575,254.13
(20) Special Revenue Fund	\$8,678.66
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$2,583,932.79

WHEREAS, the Board Secretary has presented a check register dated February 22, 2012 covering check numbers 25067 to 25281 in the amount of \$2,497,720.96 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	\$2,311,380.58
(20) Special Revenue Fund	\$131,734.61
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$54,605.77
TOTAL	\$2,497,720.96

Action 4. Approve Student Evaluations
Resolution Resolved, that the Somerset Hills Board of Education approve the following individuals to conduct evaluations for SHSD students:

Student ID#	Provider	Location
Various students	Dr. Livingston (Neurologist)	Morristown Memorial Hospital, NJ
Various students	Dr. Yampolsky (Psychologist)	Randolph, NJ

- Action 5. Approve Bedside Instruction Provider
Resolution Resolved, that the Somerset Hills Board of Education approve the following facility to provide Bedside Instruction:

Student	Provider	Location
5287288796	Veritas Tutors	Cambridge, MA

- Action 6. Approve Waiver of Requirements Special Education Medicaid Initiative Program*
Resolution 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 estimated having less Medicaid eligible classified students than the state guideline of 26 students in the 2012-2013 budget year.
 Now Therefore Be It
 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 waiver of the requirements of NJAC 6:A23A-5.3 for the 2012-2013 school year.

- Action 7. Introduction of 2012-2013 Budget *
Resolution RESOLVED that the Somerset Hills Board of Education adopt the preliminary 2012-2013 Budget for submission to the County Superintendent of Schools for approval as per attachment;
 And, be it further
 RESOLVED that the Somerset Hills Board of Education approves that the 2012-2013 general fund tax levy of \$27,611,369. and the debt service fund tax levy of \$3,234,883, for a total tax levy of \$30,846,252. which represents a 1.6% increase from the tax levy for 2011-2012;
 And, be it further
 RESOLVED that the Board Secretary be authorized to make minor adjustments as may be required by additional state information and/or the County Superintendent.
 And, be it further
 RESOLVED that a Public Hearing for adoption of the 2012-2013 Budget be held on March 28, 2012 at 7:30 p.m. at Bernards High School.

- Action 8. Approve Settlement Agreement
Resolution Resolved, that the Somerset Hills Board of Education approve the settlement agreement for student #6621537794.

Curriculum

Committee Report

Mrs. Palazzolo reported that the committee met on January 24th and February 14th, 2012.

Action Items

Mrs. Palazzolo moved resolutions 1-2, seconded by Mr. Palma. Resolutions 1-2 was approved by a roll call vote of 10-0.

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
BHS	a) Horizon Program County College of Morris Randolph, NJ	3/2/12	10	2	0
BHS	b) AP European History Metropolitan Opera NYC	3/17/12	10	2	1
BMS	c) Forensics Club Lafayette School Chatham NJ	03/24/12	10	2	0
BMS	d) Team 7 Mathemagician Mayo Performing Arts Center Morristown NJ	3/20/12	132	8	0
BMS	e) 5 th Grade Jenkinson's Aquarium	4/23/12	151	10	0
BHS	f) BHS Chorus Choral Adjudication Performance Hershey Park Hershey PA	5/19/12	83	2	5
BES	g) 4 th Grade The Bronx Zoo Bronx NY	6/4/12	151	11	22
BHS	h) Special Education Students Dare to Dream Student Leadership Conference Montclair State University Montclair NJ	6/1/12	12	2	0
BHS	i) Peer Leaders Project Adventure Beverly MA	6/25- 29/12	8	2	0
BED	j) MD Class/SHSD & Bedminster Lakota Wolf Preserve Columbia NJ	4/13/2012	2	3	0
BED	k) Third Grade Team Mineral Mine Sterling Hill Mine	4/30/2012	160	11	24

	Ogdensburg NJ				
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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) Cooper, Megan	Rutgers Reading and Writing Conference	\$159.00	3/16/2012
BES	b) Crowley, Sue	Best Books for Children Published in 2011	\$ 79.00	4/27/2012
BES	c) Falzarano, Sarah	BER Workshop-Mini-Lessons to Strengthen Your Pre-K and K Program	\$233.86	3/12/12
BES	d) Freda, Michele	BER Workshop-Mini-Lessons to Strengthen Your Pre-K and K Program	\$ 236.40	3/12/12
BES	e) Gurth, Melissa	Word Study: Using a Five Block Approach to Improving Literacy Skills	\$ 200.64	3/28/12
BES	f) Horowitz, Susan	Rutgers Reading and Writing Conference	\$162.40	3/16/12
BES	g) Jongema, Holly	Rutgers Reading and Writing Conference	\$159.00	3/16/12
BES	h) Lemberg, Christine	English Language Learners Statewide Conference	\$157.06	3/22/12
BES	i) Maddaluna, Penny	Singapore Math: Strategies that Work in Every Classroom	\$349.00	4/19/12
BES	j) McCarron, James	National Art Education Convention	\$210.00	3/1-2/12
BES	k) Mastrangeli, Karen	Singapore Math: Strategies that Work in Every Classroom	\$349.00	4/19/12
BES	l) Mazen, Cory	Lesson Study Workshop	\$125.00	3/15/12
BES	m) Paterno, Amy	NJAHPERD Annual Conference	\$110.00	3/5/12
BES	n) Reeves, Jamie	Word Study: Using a Five Block Approach to Improving Literacy Skills	\$74.50	3/28/12
BES	o) Rokosky, Debbie	Lesson Study Workshop	\$125.00	3/15/12
BES	p) Virtue, Janis	Rutgers Reading and Writing Conference	\$162.50	3/16/12
BMS	q) Finley, Katelyn	Singapore Math Strategies for the Middle School Student	\$199.00	3/20/12
BMS	r) Ryan, Suzanne	NJ State School Nurses	\$187.40	3/24/12

		Association Conference		
BMS	s) Rizzuto, Rosemarie	Singapore Math Strategies for the Middle School Student	\$216.67	3/20/12
BHS	t) Cooley, Suzanne	The Principal's Role in Leading Understanding by Design Workshop	\$477.31	3/22-3/23/12
BHS	u) Cooley, Suzanne	Google Apps for Education Workshop	\$147.00	3/14/12
BHS	v) Dooley, Megan	Rhode Island Colleges Spring 2012 Counselor Tour	\$466.32	4/22-26/12
BHS	w) Simoneau, Jon	Glazier Football Coaches Clinic	\$179.60	3/2/12
BHS	x) Venezio, Maria	Mark Twain's Huckleberry Finn-Facing the Challenge of Teaching an American Classic	\$ 210.68	3/16/12
BHS	y) Yuknis, Mary	Language Education Policy and Testing at Foreign Language Educators of NJ Conference	\$ 90.00	3/30/12
Olcott	z) Shouffler, Jen	Danielson Framework for Teaching Workshop	\$115.00	3/26/12
Olcott	aa) Walls, Barbara	Danielson Framework for Teaching Workshop	\$115.00	3/26/12
Olcott	bb) Young, Charles	Google Apps for Education NY/NJ Summit	\$200.00	3/22-23/12

Facilities & Operations

Committee Report

Mr. Palma reported that the committee met on February 6th, 23rd and 29th, 2012.

Action Items

Mr. Palma moved resolution 1, seconded by Ms. Kragie. Resolution 1 was approved by a roll call vote of 10-0.

Action 1. Adoption – 2012-2013 School Calendar*

Resolution Resolved, that the Somerset Hills Board of Education adopt the 2012-2013 school calendar, as attached.

Policy

Committee Report

Mrs. McMahan reported that the committee will meet on March 6, 2012.

Action Items

Mrs. McMahan moved resolutions 1-4, seconded by Mr. Palma. Resolutions 1-4 were approved by a roll call vote of 9-0.

Action 1. First Reading and 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 2. First Reading and Adoption Policy #2330 Homework – Revised

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #2330 Homework – Revised.

Action 3. First Reading and Adoption Policy #3322 Staff Member’s Use of Cellular Telephones – Revised

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #3322 Staff Member’s Use of Cellular Telephones – Revised.

Action 4. First Reading and Adoption Policy #4322 Support Staff Member’s Use of Cellular Telephones – Revised

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #4322 Support Staff Member’s use of Cellular Telephones- Revised.

Personnel

Committee Report

Mrs. Hawkins reported that the committee met on February 21, 2012.

Mr. Baker reported that there has been no movement on the teachers’ contract. There has been a tentative agreement with the Administrators Association (S.H.A.A.).

Mr. Miller congratulated George LaNeve on his retirement. George has been with the district 32 years. He started at the high school teaching French and later moved to the middle school. He also taught Italian and was the sophomore class advisor as well as teaching many PDI classes. George is a past Governor’s Teacher Recognition Award recipient.

Mr. Miller congratulated Eileen Tiffenbach on her retirement. Eileen has been the Bedwell music teacher for 36 years and has provided many touching and memorable programs at Bedwell. Eileen has, among other things, served as a New Teacher Mentor and helped on the Golden Guest Day and the KICK Expo programs.

Mrs. Hawkins moved resolutions 1-15, seconded by Mr. Palma. Resolutions 1-15 were approved by a roll call vote of 10-0. Resolution 4 was approved by a 9-0 vote. Mr. Palma abstained.

Action Items

All personnel action is on the recommendation of the Superintendent.

Action 1. Approve Appointment of Assistant Principal

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Lynn Sharp as an assistant principal at Bernardsville Middle School, at a salary of \$86,400 (prorated), effective February 3, 2012 for the 2011-2012 school year.

Action 2. Approve Appointment of Part-Time Custodian

Resolution Resolved, that the Somerset Hills Board of Education approves appointment of Martin Escurra as a part-time custodian, effective January 25, 2012 at the rate of \$15 per hour, 25 hours per week, for the 2011-2012 school year.

Action 3. Approve Appointment of Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approves Jaclyn Pistilli-Urena, part time regular paraprofessional at Bedwell Elementary School, Step 1B, at an hourly rate of \$14.23, 17.5 hours per week, effective January 30, 2012 for the 2011-2012 school year. (Vaughn)

Action 4. Approve Extended Assignment Substitute
Resolution Resolved, that the Somerset Hills Board of Education approves Joseph Palma, extended assignment substitute at Bernardsville Middle School, effective March 5, 2012 through April 13, 2012, at per diem rate of \$170. (Roberson)

Action 5. Accept Retirement
Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of George La Neve, French teacher at Bernardsville Middle School, effective June 30, 2012 with thanks for 32 years of service to the district.

Action 6. Accept Retirement
Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Eileen Tiffenbach, music teacher at Bedwell Elementary School, effective June 30, 2012 with thanks for 36 years of service to the district.

Action 7. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Kristin Fanning Lees, mathematics teacher at Bernardsville Middle School, effective June 30, 2012.

Action 8. Approve Change in Hours for Special Education Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approves the following change in hours for special education paraprofessional for the 2011-2012 school year:

<u>Name</u>	<u>Location</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Caitlin Anelli	BMS	11hrs/50min	14hrs/50min	January 18, 2012

Action 9. Approve Transfer
Resolution Resolved, that the Somerset Hills Board of Education approves transfer for the following paraprofessionals effective January 18, 2012 for the 2011-2012 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Kevin Grant	Bernardsville Middle	Bedwell Elementary/ Bernardsville Middle
Nancy Negri	Bedwell Elementary	Bernardsville Middle
Tracy Scerra	Bernardsville Middle	Bedwell Elementary

Action 10. Approve Appointment of Tutor Mentors

Resolution Resolved, that the Somerset Hills Board of Education approves the following tutor mentors for the six week after school program at Bedwell Elementary School beginning March 20, 2012 at an hourly rate of \$58.24:

1 Session Weekly	2 Sessions Weekly	3 Sessions Weekly
Andrea Colicchio	Sue Crowley	Emily Pike
Megan Cooper	Cynthia Forsythe	
Patrick Reed	Patricia Krug	
Lauren Smith	Philip Wilkinson	
Gianna Spadaccini		
Janis Virtue		

Action 11. Rescind Co-Curricular Position
Resolution Resolved, that the Somerset Hills Board of Education rescinds the following co-curricular position for the 2011-2012 school year:
 Judith Martin BMS Drama Spring Assistant \$1,270

Action 12. Approve Co-Curricular Positions
Resolution Resolved, that the Somerset Hills Board of Education approves the following co-curricular positions for the 2011-2012 school year:
 Vincent Terraciano BMS Drama Spring Assistant 50% \$635
 March 26-April 20, 2012
 Judith Martin BMS Drama Spring Assistant 50% \$635
 April 23-May 18, 2012

Action 13. Approve Athletic Positions
Resolution Resolved, that the Somerset Hills Board of Education approves the following athletic positions for the 2011-2012 school year:

Bernards High School

Kelly Clark	Assistant AD Spring	\$3,969
Franklin Spangler	Tennis Coach Assistant	\$4,563
Ashley Baker	Track & Field Assistant	\$6,154
Gianna Spadaccini	Track & Field Assistant	\$6,154

Action 14. Approve Assessment Support
Resolution Resolved, that the Somerset Hills Board of Education approves Paula Gray for two, 2-hour Graphing Calculator prep sessions, at an hourly rate of \$58.24.

Action 15. Approve Appointment of Substitutes
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes for the 2011-2012 school year:

Name	Substitute Position	Certificate
Sharon Bosworth	Teacher/Paraprofessional	Standard Certificate
Jennifer Copen	Teacher/Paraprofessional	Certificate of Eligibility
Patricia Leuthard	Teacher	Standard Certificate

Tracy Scerra	Secretary	Substitute Credential
Laurence Paruta	Paraprofessional	Certificate of Eligibility

Neighborhood Relations

Mrs. Swadba reported that the committee met with the neighbors on February 23rd, 2012..

Community Relations

None

Supplementary Matters

1. Mrs. Palazzolo reported on the wonderful student/faculty basketball game at B.M.S.
2. Mr. Dorr thanked Board Members for their contributions to the S.H.E.F. advertisement.
3. Mrs. McMahon read a resolution from the Borough of Far Hills regarding Read Across America Day.

Public Questions & Comments

1. Alice Rose has requested the Board to look at the practicality of the mid-term schedule at B.H.S.
2. Mrs. Beckerman voiced her concern, and that of other parents, with the quality of the food at the Bedwell lunch program.
3. Harry White asked if the cost per student information could be available at the public hearing. He was pleased to see that there would be a new teacher evaluation model.

Adjournment

Mr. Palma moved to adjourn the meeting at 9:20 p.m., seconded by Ms. Goetz. The motion was approved by a unanimous vote of 10-0.

Respectfully submitted,

Nancy Lee Hunter

Board Secretary