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**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING MINUTES – JANUARY 18, 2012**

**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

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, Negotiations 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. 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 7:30 p.m. Mrs. Coons reported that the Board discussed Personnel, Student Matters and Negotiations.

### **Pledge of Allegiance**

### **Correspondence**

None

### **Report of the Superintendent**

#### 1. Student/Staff Recognition

Jon Simoneau received notice from MSG Varsity that BHS is guaranteed to receive at least \$500 in scholarship money and can possibly receive an additional \$1000 in scholarship money for upcoming projects. Congratulations to Jon for working on this important project.

The BHS Academic Challenge Team has advanced to the "Sweet Sixteen" in New Jersey, and will face stiff competition on February 29. Congratulations to the BHS girls swim team for clinching the Skyland Conference Raritan Division Title! The girls track team are State Relay Champions for the second year in a row! The girls' team won the Pole Vault, the Sprint Medley, the Distance Medley, and the 4 x 800. Congratulations to Coaches Szostak and Baker and all of the girls who contributed to the championship!

### **Public Questions & Comments**

1. Mr. Harry White, Bernardsville resident, had some concerns about negotiations and the work to rule actions initiated by Somerset Hills Education Association (S.H.E.A.).

### **Approval of Minutes**

#### Action 1. Approval of Minutes\*

Resolution Ms. Kragie moved that the Public Input & Action and Executive session minutes of December 14, 2011 be approved. Mrs. Hawkins seconded the motion. Resolution was approved by a 8-0-2 vote. Mrs. McMahan and Mr. Palma abstained.

### **Finance**

#### Committee Report

No report.

#### Action Items

Mr. Dorr moved resolutions 1-5, seconded by Mr. Palma. Resolutions 1-4 was approved by a roll call vote of 10-0. Resolution #5 was approved by a roll call vote of 8-1-1. Mrs. Palazzolo voted no. Mr. Palma abstained.

#### Action 1. Board Secretary & Treasurer Reports & Board Certification\*

Resolution WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the December 31, 2011 showing the following balances:

| <b>FUND</b>                | <b>Board Secretary<br/>Cash Balance (1)</b> | <b>Treasurer Cash<br/>Balance (2)</b> |
|----------------------------|---|---------------------------------------|
| (10) General Fund          | \$5,876,958.04                              | \$5,876,958.04                        |
| (20) Special Revenue Fund  | \$51,022.78                                 | \$51,022.78                           |
| (30) Capital Projects Fund | \$284,534.02                                | \$284,534.02                          |
| (40) Debt Service Fund     | \$426,512.05                                | \$426,512.05                          |
| Total Government Funds     | \$6,639,026.89                              | \$6,639,026.89                        |

(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  
Resolution

2. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated January 11, 2012 covering check numbers 24711 to 24721 in the amount of \$2,242,854.47 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          | \$2,213,126.63        |
| (20) Special Revenue Fund  | \$29,727.84           |
| (30) Capital Projects Fund | 0                     |
| (40) Debt Service Fund     | 0                     |
| (60) Cafeteria Fund        | 0                     |
| <b>TOTAL</b>               | <b>\$2,242,854.47</b> |

WHEREAS, the Board Secretary has presented a check register dated January 11, 2012 covering check numbers 24722 to 24896 in the amount of \$962,001.80 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          | \$819,709.23  |
| (20) Special Revenue Fund  | \$91,158.79   |
| (30) Capital Projects Fund | 0             |
| (40) Debt Service Fund     | 0             |
| (60) Cafeteria Fund        | 51,133.78     |

|              |                     |
|--------------|---------------------|
| <b>TOTAL</b> | <b>\$962,001.80</b> |
|--------------|---------------------|

Action 3. Approve Out of District Placement\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the following out of district placements for the 2011-2012 school year:

| Student ID# | School                       | Location           |
|-------------|------------------------------|--------------------|
| 1446795582  | Ridge High School            | Basking Ridge, NJ  |
| 6621537794  | The Craig School             | Mountain Lakes, NJ |
| 3136557086  | Bedminster Elementary School | Bedminster, NJ     |
| 0000427     | Bedminster Elementary School | Bedminster, NJ     |

Action 4. Approve Service Provider\*  
Resolution Resolved that the Somerset Hills Board of Education approve Bayada Nursing Service, Inc, Morris Plains, NJ to provide nursing services for student #2020123 for the remainder of the 2011-2012 School Year.

Action 5. Resolution to Eliminate the Vote on the Annual Budget and Move the  
Resolution Election of School Board Members to the General Election in November  
Whereas Public Law P.L. 2011, Chapter 202,, Laws of 2012 provides that a local school district may adopt a resolution to eliminate the vote on its annual school budget that is within the statutory cap imposed by the State of New Jersey, and  
Whereas the above legislation provides that the above action would require districts to hold their annual election for school board members in November during the regular general election, and  
Whereas, the Somerset Hills Board of Education has determined that the statutory restrictions on the local levy tax increase for annual school appropriations is appropriate and sufficient to control and maintain a thorough and efficient education for the children of Somerset Hills, and  
Whereas, the Somerset Hills Board of Education, consistent with the budgetary restrictions expressed above, believes that dispensing with annual school budget votes will save taxpayer dollars, and  
Whereas, the Somerset Hills Board of Education believes that school board member elections in November will attract a far greater number of voters than typically vote in April elections, and  
Whereas, the Somerset Hills Board of Education believes that the elimination of the vote on the school budget and the movement of the board member election to November is in the best interest of the Somerset Hills community, and  
Whereas, the Somerset Hills Board of Education understands that this decision shall remain in effect for a minimum of four years,  
Now Therefore Be It Resolved, that the Somerset Hills Board of Education does hereby determine that it will eliminate the vote on its annual school budget which shall be within the statutory cap and become effective for the 2012-13 budget, and

Be It Further Resolved, that the Somerset Hills Board of Education does hereby determine that the election of school board members will occur at the annual general election in November, 2012

### Curriculum

#### Committee Report

Mrs. Palazzolo gave the report. The Committee met on January 10, 2012.

#### Action Items

Mrs. Palazzolo moved resolutions #1-2, seconded by Mr. Palma. Resolutions #1-2 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:

| <b>School</b> | <b>Trip</b>  | <b>Date(s)</b> | <b># of Students</b> | <b># of Faculty</b> | <b># of Chaperones</b> |
|---------------|--|----------------|----------------------|---------------------|------------------------|
| BHS           | a) Harvard Model Congress Delegation - Boston, MA  | 2/23-26/12     | 25                   | 3                   | 0                      |
| BHS           | b) Jazz Ensemble Temple University-Philadelphia, PA  | 03/01/12       | 17                   | 2                   | 0                      |
| BHS           | c) BHS Jazz Ensemble Livingston High School  | 04/14/12       | 17                   | 2                   | 0                      |
| BHS           | d) Boys Tennis Training Trip & Matches Southern Shores, NC   | 3/31-4/6/12    | 10                   | 1                   | 0                      |
| BHS           | e) MSG Varsity Challenge<br>MSG Varsity Studios-NYC<br>Team --<br>Support --                               | 2/29/12        | 5<br>38              | 1<br>3              | 0<br>0                 |
| BHS           | f) Poetry Out Loud Finalists - Two River Theater, Red Bank, NJ   | 2/7/12         | 4                    | 1                   | 0                      |
| BMS           | g) High Note Festival, Allentown, PA<br>BMS 8 <sup>th</sup> Gr. Band, Jazz Band, Orchestra & Select Chorus | 5/11/12        | 153                  | 5                   | 25                     |

#### Action

##### 2. Approve Professional Development\*

#### Resolution

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) Forsythe, Cynthia | Best Strategies from Singapore Math | \$ 225.00        | 1/31/12      |
| BES           | b) Fulton, Cynthia   | Best Strategies from Singapore Math | \$ 225.00        | 1/31/12      |
| BHS           | c) Janosko, Ashley   | 2012 Maryland Colleges Tour         | \$ 233.74        | 4/2 – 4/5/12 |

|        |                            |                                     |           |              |
|--------|----------------------------|-------------------------------------|-----------|--------------|
| BES    | d) Leavenworth,<br>Patrice | Best Strategies from Singapore Math | \$ 225.00 | 1/31/12      |
| Olcott | e) Young, Charles          | NJASA Techspo 2012                  | \$ 757.60 | 1/26 – 27/12 |

## **Facilities & Operations**

### Committee Report

Mr. Baker gave the report. The Committee met on January 18, 2012.

### Action Items

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

#### Action 1. Approve Red Cross Shelter\*

Resolved Resolved that the Somerset Hills Board of Education approve an agreement with the American Red Cross for Bernards High School to be used as a Red Cross “Shelter in Place” facility.

## **Policy**

### Committee Report

No meeting.

### Action Items

Mrs. McMahon moved resolutions #1-5, seconded by Mrs. Hawkins. Resolutions #1-5 were approved by a roll call vote of 9-0.

Action 1. Second Reading & Adoption Bylaw #0168 Recording Board Meetings – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Bylaw #0168 Recording Board Meetings – Revised

Action 2. Second Reading & Adoption Regulation #5530 Substance Abuse (M) – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Regulation #5530 Substance Abuse (M) – Revised

Action 3. Second Reading & Adoption Policy #6472 Tuition Reimbursement – New  
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #6472 Tuition Reimbursement – New

Action 4. Second Reading & Adoption Policy #9180 School Volunteers – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #9180 School Volunteers – Revised

Action 5. Second Reading & Adoption Policy #9181 Volunteer Athletic Coaches and Co-Curricular  
Resolution Activity Advisors/Assistants - Revised  
Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants - Revised

**Personnel****Committee Report**

Mrs. Hawkins gave the report. The Committee met on January 5, 2012.

**Action Items**

Mrs. Hawkins moved resolutions 1-14, seconded by Mr. Palma. Resolutions 1-6, 8, 11, 12 were approved by a roll call vote of 9-0. Resolutions 7, 9, 10, 13 were approved by a roll call vote of 10-0. Resolution 14 was approved by a roll call vote of 9-0-1. Mr. Palma abstained.

Mr. Miller congratulated Susie Miller, B.H.S. Guidance Counselor on her retirement. Susie has been around the halls of BHS for 45 years, always with a smile, a hello, or a pleasant comment.

Susie started here as a gym teacher and then in 1988 moved to guidance where she has continuously been a positive influence on our students and staff. She can always be seen at all the HS events and has a wonderful rapport with all the students, knowing almost every student that has passed through Bernards High over the years.

Susie was at BHS when girl's sports originated, and has had the opportunity to be a part of the many changes that have transpired in girl's sports. Over the years she has been cheerleading advisor; coach of field hockey; basketball; tennis; and class advisor. She has also served on multiple committees throughout the school and community. In 2008, she was selected as the Governor's Teacher Recognition Award recipient for Bernards High School.

Susie will surely be missed by everyone!

All personnel action is on the recommendation of the Superintendent.

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|-------------------------------------|---|
| <b><u>Action<br/>Resolution</u></b> | 1. <b><u>Approve Appointment of Leave Replacement Teacher</u></b><br>Resolved, that the Somerset Hills Board of Education approves the appointment of Anne M. James, special education leave replacement teacher at Bernardsville Middle School, level BA+15, step 11, at an annual salary of \$65,410 (prorated), effective January 5, 2012 for the 2011-2012 school year. (Justice) |
| <b><u>Action<br/>Resolution</u></b> | 2. <b><u>Approve Appointment of Acting Assistant Principal</u></b><br>Resolved, that the Somerset Hills Board of Education approves the appointment of Lynn Sharp as acting assistant principal at the Bernardsville Middle School at a per diem rate of \$360.00, effective January 3, 2012 through the end of assignment. (Lott)  |
| <b><u>Action<br/>Resolution</u></b> | 3. <b><u>Approve Extended Assignment Substitute</u></b><br>Resolved, that the Somerset Hills Board of Education approves Cara Arnold, extended assignment substitute at Bedwell Elementary School, effective January 6, 2012 through February 29, 2012, at a per diem rate of \$85. (Sombers)   |

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- Action Resolution 4. Approve Medical Leave  
Resolved, that the Somerset Hills Board of Education approves a medical leave for Diana Sombers, elementary teacher at Bedwell Elementary School, unpaid from January 3 through January 31, 2012 and paid (use of accumulated sick days) from February 1 through February 29, 2012.
- Action Resolution 5. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves Christa Farrell, part time special education paraprofessional at Bedminster School (out of district placement), Step 1B, at an hourly rate of \$14.91, 20 hours per week, effective January 4, 2012 for the 2011-2012 school year.
- Action Resolution 6. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves Lauren Setembrino, part time special education paraprofessional at Bedminster School (out of district placement), Step 1B, at an hourly rate of \$14.91, 15 hours per week, effective January 9, 2012 for the 2011-2012 school year.
- Action Resolution 7. Accept Retirement\*  
Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Janet Sue Miller, school counselor at Bernards High School, effective June 30, 2012 with thanks for 45 years of service to the district.
- Action Resolution 8. Accept Resignation  
Resolved, that the Somerset Hills Board of Education accepts the resignation of Deborah A. Vaughn, part time regular paraprofessional at Bedwell Elementary School, on or before March 9, 2012 as determined by the Superintendent.
- Action Resolution 9. Approve Termination\*  
Resolved, that the Somerset Hills Board of Education approves termination of Lauren McGrady, part time paraprofessional at Bernards High School effective January 11, 2012.
- Action Resolution 10. Approve Math Overload \*  
Resolved, that the Somerset Hills Board of Education approves a math overload at Bernards High School for Lisa Carpiniello, BA Step 4, \$8,967 (prorated), effective January 6, 2012 through the remainder of the 2011-2012 school year.
- Action Resolution 11. Approve Appointment of Writing Lab Proctor  
Resolved, that the Somerset Hills Board of Education approves Melissa Paporozzi as a proctor for the middle school writing lab, 2 days per week, at an hourly rate of \$58.24, effective February 2, 2012 through April 19, 2012.



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Action 12. Approve Bus Duty  
Resolution Resolved, that the Somerset Hills Board of Education approves the following staff members for bus duty at Bernardsville Middle School beginning January 13, 2012 for the 2011-2012 school year as scheduled:

|                           |                    |
|---------------------------|--------------------|
| Kimberly Flynn            | Karrie Obert-Thorn |
| Shawn Kelly               | Elizabeth St. Ours |
| Brian Latzke (substitute) | Shane Porter       |

Action 13. Approve PAC Sound & Lighting Operators\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of the following staff members to serve as PAC Sound & Lighting operators for the 2011-2012 school year:

Peter DiCarlo  
Stephan Sands

Action 14. Approve Appointment of Substitutes and Home Instructor\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes and home instructor for the 2011-2012 school year:

Teacher  
Lawrence Paruta Certificate of Eligibility

Paraprofessional  
Andrea Zerjav  
Joseph Palma  
Jared Graves

Secretary  
Joseph Palma  
Sally Hespe  
Laura Ruggeri

Home Instructor  
Joseph Tirrito Social Studies

**Neighborhood Relations**

No meeting.

**Community Relations**

No meeting.

**Supplementary Matters**

None.

**Public Questions & Comments**

1. Lynn Weltler described the Poetry Out Loud program that was previously mentioned in Curriculum.
2. Kris Hall thanked the Board for respecting the negotiations process. The Committee has spent more than 100 hours in negotiations and asked the public to respect the process as well.
3. Joe Foglia is looking forward to negotiations with the Board tomorrow and appreciates the Board's efforts.
4. Betsey Rogers asked what is the process for hiring a food service provider+. Mrs. Hunter responded.

**Adjournment**

Ms. Kragie moved to adjourn the meeting at 9:30 p.m., seconded by Mr. Palma. The motion was approved by a unanimous 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.**