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**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING MINUTES – MARCH 14, 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 6:00 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, Contracts and Negotiations

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 7:25 p.m. Mrs. Coons reported that the Board discussed Students Matters.

### **Pledge of Allegiance**

### **Correspondence**

### **Report of the Superintendent**

#### 1. Student/Staff Recognition

Mr. Miller announced that Dana Giordano won the 3200 at the NJ Meet of Champions, running the fastest time in the US for the indoor season at that distance (10:24.73).

SHEF's 9th Annual Chili Cook-Off will be held next Saturday, March 24 at the beautiful Upton Pyne Estate in Bernardsville. This is SHEF's largest fundraiser, providing funds for all students in the district. The Chili Cook-Off is a fun event with chili tasting, a silent auction, 50/50 raffle and dancing.

### **Public Questions & Comments**

None

### **Approval of Minutes**

#### Action

#### 1. Approval of Minutes\*

#### Resolution

Mrs. Hawkins moved that the Public Input & Action and Executive session minutes of February 29, 2012 be approved. Mr. Palma seconded the motion. Resolution was approved by a roll call vote of 10-0.

### **Finance**

#### Action Items

Mr. Dorr moved resolutions 1-4, seconded by Mr. Palma. Resolutions 1-4 were approved by a roll call vote of 10-0.

#### Action

#### 1. Payment of Bills\*

#### Resolution

WHEREAS, the Board Secretary has presented a check register dated February 29, 2012 covering check numbers 25282 to 25403 in the amount of \$2,122,335.54 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	\$2,090,454.81
(20) Special Revenue Fund	\$9,880.73
(30) Capital Projects Fund	\$22,000.00
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
<b>TOTAL</b>	<b>\$2,122,335.54</b>

Action 2. Accept Lowe's Toolbox for Education Grant  
Resolution Resolved, that the Somerset Hills Board of Education accept the Lowes's Toolbox for Education Grant 2011-2012 in the amount of \$5,000 to Bedwell Elementary School, with thanks to Jim McCarron for applying for this grant.

Action 3. Approve Parental Transportation Contract  
Resolution Resolved, that the Somerset Hills Board of Education approve the following parental transportation contract for the remainder of the 2011-2012 school year:

Student ID#	Route #	Cost
6621537794	EJV 2011-2012 (The Craig School)	\$4,618.00

Action 4. Approve Tuition Student\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the child of Mr. & Mrs. Reed as a 12<sup>th</sup> grade tuition student as of March 3, 2012 for the 2011-2012 school year at a tuition of \$16,948 (prorated).

### Curriculum

#### Committee Report

Mrs. Palazzolo reported that the committee met on March 6<sup>th</sup>.

#### Action Items

Mrs. Palazzolo moved resolutions 1-4, seconded by Mr. Palma. 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
BES	a) Second Grade Field Trip Upper Raritan Watershed Assoc. Fairview Farm Bedminster	5/3/2012	117	10	0
BES	b) MD Class/Bedminster MD Class Lakota Wolf Preserve Columbia NJ	4/13/12	2	3	0
BHS	c) Spring Track Team compete in Penn Relays University of Pennsylvania Philadelphia, PA	4/26-27- 28/12	13	2	0

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) Burnett, Sherilyn	NJSHA Convention	\$ 187.20	4/20/12
BES	b) Lisa Hummel	NJSHA Convention	\$163.00	4/19/12
BES	c) Kasulanis, Sally	NJSHA Convention	\$179.92	4/19/12
BES	d) Kirschner, Mindy	NJSHA Convention	\$179.29	4/19/12
BMS	e) DeRoberts, Theresa	English Language Learners Statewide Conference	\$149.00 NCLB Funds	3/22/12
BMS	f) McGinn, Jessica	Rx for a Healthy Future Workshop	\$ 65.00	3/30/12
Olcott	g) Miller, Peter	NJASA Spring Conference	\$ 635.50	5/21- 23/12

### **Facilities & Operations**

Mr. Palma reported that the committee met on March 9<sup>th</sup> and March 14<sup>th</sup>.

### **Policy**

#### **Committee Report**

Mrs. McMahon reported that the committee met on March 6<sup>th</sup>.

#### **Action Items**

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

**Action Resolution** 1. **First Reading Policy #2431 Athletic Competition (Revised)**  
Resolved, that the Somerset Hills Board of Education approve the first reading for Policy #2431 Athletic Competition (Revised).

**Action Resolution** 2. **First Reading Policy #3324 Right of Privacy - Teaching Staff Members (New)**  
Resolved, that the Somerset Hills Board of Education approve the first reading for Policy #3324 Right of Privacy - Teaching Staff Members (New).

**Action Resolution** 3. **First Reading Policy #4324 Right of Privacy - Support Staff Members (New)**  
Resolved, that the Somerset Hills Board of Education approve the first reading for Policy #4324 Right of Privacy - Support Staff Members (New)

**Action Resolution** 4. **First Reading Policy #7510 Use of School Facilities (Revised)**  
Resolved, that the Somerset Hills Board of Education approve the first reading for Policy #7510 Use of School Facilities (Revised).

**Action Resolution** 5. **First Reading Policy #8613 Waiver of Pupil Transportation (New)**  
Resolved, that the Somerset Hills Board of Education approve the first reading for Policy #8613 Waiver of Pupil Transportation (New).

**Action** 6. **First Reading Policy #9191 Booster Clubs (Revised)**

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Resolution Resolved, that the Somerset Hills Board of Education approve the first reading for Policy #9191 Booster Clubs (Revised).

Action 7. First Reading Policy #9210 Parent Organizations (Revised)

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading for Policy #9210 Parent Organizations (Revised).

Action 8. First Reading and Adoption Policy #5600 Pupil Discipline/Code of Conduct (Revised)

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #5600 Pupil Discipline/Code of Conduct (Revised).

Action 9. First Reading and Adoption Regulation #5600 Pupil Discipline/Code of Conduct (Revised)

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #9270 Home Schooling and Equivalent Education Outside the Schools (Revised).

Action 10. First Reading and Adoption Policy #9270 Home Schooling and Equivalent Education outside the Schools (Revised)

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #9270 Home Schooling and Equivalent Education outside the Schools (Revised.)

### Personnel

Mr. Miller congratulated Hank Oosterveld on his retirement and shared that Hank is in his 9th year with the District as a BMS Technology Teacher. He has been very active as the Robotics Advisor as well as on the Regional Robotics Advisory Council. He has taught several Professional Development courses, served on the BMS Technology Advisory Committee and was on an Action Team for the Strategic Plan.

### Committee Report

Mrs. Hawkins reported that the committee will meet on March 15<sup>th</sup>. Mr. Baker commented on the agreement with the Somerset Hills Administrators' Association (S.H.A.A.) that will be approved tonight. S.H.A.A. and the S.H.B.O.E. reached an agreement for salary increases of 1.5% for 2011/12, 2.0% for 2012/13, 2.0% for 2013/14. The Administrators agreed to the option of selecting alternative health plans.

### Action Items

Mrs. Hawkins moved resolutions 1-14, seconded by Mr. Palma. Resolutions 1-5, 8, 12-14 were approved by a roll call vote of 10-0. Resolutions 6-7, 9-11 were approved by a roll call vote of 9-0. Resolution 1 was approved by a roll call vote of 9-1-0. Mrs. McMahon abstained.

All personnel action is on the recommendation of the Superintendent.

Action 1. Approve Collective Bargaining Agreement – S.H.A.A.\*

Resolution Resolved, that the Somerset Hills Board of Education approves the collective bargaining agreement between the Somerset Hills Board of Education and the Somerset Hills Administrators' Association, covering the period July 1, 2011 through June 30, 2014.

Action 2. Approve Salaries for Administrators\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the salaries for the following administrators for the 2011-2012 school year, effective July 1, 2011:

<u>Administrator</u>	<u>Salary</u>
Coleen Butler	\$88,610
Michael Corbett	\$124,570
Michael Hoppe	\$137,040
Lynn Kratz	\$165,850
Kathleen McCabe	\$93,380
Amy Phelan	\$149,858
Jennifer Shouffler	\$121,800
Courter Smith	\$88,813

Action 3. Approve Salary for Information Technology Manager\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the salary for Charles Young, Information Technology Manager for the district, at an annual salary of \$97,353 for the 2011-2012 school year, effective July 1, 2011.

Action 4. Approve Salary for Custodial Foreman\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the salary for Daniel Beam, Custodial Foreman for the district, at an annual salary of \$63,223 for the 2011-2012 school year, effective July 1, 2011.

Action 5. Approve Salary for Maintenance Foreman\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the salary for Alan Yunghahn, Maintenance Foreman for the district, at an annual salary of \$94,373 for the 2011-2012 school year, effective July 1, 2011.

Action 6. Approve Appointment of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves Mary Zambito, part time special education paraprofessional in Bernards Township School District (out of district placement), Step 1B, at an hourly rate of \$14.91, 20 hours per week, effective March 12, 2012 for the 2011-2012 school year. (new)

Action 7. Approve Appointment of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves Rebecca McMichael, part time special education paraprofessional in Bernards Township School District (out of district placement), Step 1B, at an hourly rate of \$14.91, 10 hours per week, effective March 12, 2012 for the 2011-2012 school year. (new)

Action 8. Approve Extended Assignment Substitute \*

Resolution Resolved, that the Somerset Hills Board of Education approves Patricia Leuthard, extended assignment substitute at Bernards High School, effective March 21, 2012 through April 23, 2012, at a per diem rate of \$190. (Martin)

Action 9. Approve Appointment of Master Schedule Developer

Resolution Resolved, that the Somerset Hills Board of Education approves Brian Latzke as a master schedule developer at Bernardsville Middle School, at a salary of \$5,000 for the 2011-2012 school year.

Action 10. Accept Retirement

Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Henry Oosterveld, technology teacher at Bernardsville Middle School, effective June 30, 2012 with thanks for 9 years of service to the district.

Action 11. Accept Resignation

Resolution Resolved, that the Somerset Hills Board of Education accepts resignation of Lauren Woods, part time special education paraprofessional at Bedminster School, on or before May 8, 2012 as determined by the Superintendent.

Action 12. Amend Start Date of Co-Curricular Assignment\*

Resolution Resolved, that the Somerset Hills Board of Education amends the start date for Judith Martin as a BMS Drama Spring Assistant as follows:

From: April 23, 2012      To: April 24, 2012

Action 13. Approve Appointment of Substitutes\*

Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes for the 2011-2012 school year:

<b>Name</b>	<b>Substitute Position</b>	<b>Certificate</b>
Candee Rachel	Paraprofessional	Certificate of Eligibility
Brooke Wanemacher	Bus Driver/ Bus Paraprofessional	Commercial Driver License

### **Neighborhood Relations**

No report.

### **Community Relations**

There will be a public Budget Hearing on Wednesday, March 28, 2012 and community members are encouraged to attend.

### **Supplementary Matters**

None

**Public Questions & Comments**

1. Joe Foglia, S.H.E.A. President, is looking forward to meeting with the Boards' negotiations Team on Thursday, March 22, 2012.
2. Kris Hall, S.H.E.A. Chief Negotiator, stated that the mediator had informed S.H.E.A.'s negotiations team that if we did not reach a settlement at our meeting of February 9<sup>th</sup>, that we will automatically move to the fact finding stage of negotiations. The Board responded that the mediator did not say this to the Boards' Negotiations team.
3. Alice Rose encouraged the Board and public to attend the upcoming Chili Cook-Off and informed the Board and staff present that the Spring Grant cycle is now in process.

**Executive Session**

At 8:32 p.m., Mr. Dorr 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:

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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 9:54 p.m. Mrs. Coons reported that the Board discussed Personnel and Negotiations.

**Adjournment**

Mrs. Palazzolo moved to adjourn the meeting at 9:54 p.m., seconded by Ms. Kragie. 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**



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**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.**