

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – MARCH 12, 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	Ms. Goetz	Frances Wood
Mr. DiGiacchino	Mrs. Swadba	Jennifer Shouffler
Mrs. Hawkins		Nancy Lee Hunter
Ms. Kragie		
Mrs. Palazzolo		
Mr. Palma		
Mrs. Petrilli		
Mrs. Coons		

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

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.

Pledge of Allegiance**Correspondence****Report of the Superintendent**

1. Read Across America
2. Student/Staff Recognition
 - The district is pleased to announce that 4 National Merit Scholarship Semi-finalists have advanced to the Finalist standing. They are: Meghan Gehan, Grace Lobo, Nikita Shaiva and Navaneethan Vaikunthan
 - Janice O'Brien, Heather Hunkele and the BHS Yearbook staff won four awards from two highly prestigious journalism associations.
 - The following student/athletes recently signed with the following colleges to play their sport:

Baseball (Coach Jeff Falzarano)	
Douglas deMarrais	Rutgers
Jonathan Iaione	NYC
Field Hockey (Coach Sarah Falzarano)	
Lauren Crane	Columbia
Sarah DeMarco	Colgate
Fencing (Coach Lauren Cebello)	
Alec Ajnsztajn	Duke
Megan Buteau	Cornell
Ceara Sweeney	St. John's
 - Winter Track – (Coach Dave Szostak)
Chris Sisto: 4 year member of Cross Country and Track. Somerset County Champion, Skyland Conference, Sectional Champion in the 3200.
 - Ski Team (Coach Kevin Malkin)
Congratulations to senior Kristine Lister. Kristine is the Freedom League Ski Champion, the first female skier from BHS to accomplish this feat!
3. Academic Report
Dr. Wood gave the academic report for all three schools.
4. Annual Report of Vandalism & Violence
Dr. Wood gave the report.

Public Questions & Comments**Approval of Minutes**

- | | |
|-------------------|--|
| <u>Action</u> | 1. <u>Approval of Minutes</u> |
| <u>Resolution</u> | Mr. Palma moved, seconded by Mr. Baker that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for February 19, 2013. The minutes were approved by a roll call vote of 7-0-1. Mrs. Palazzolo abstained. |

Finance
Committee Report

Introduction of 2014-2015 Budget

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 8-0.

Action
Resolution

1. **Payment of Bills***

WHEREAS, the Board Secretary has presented a check register dated covering check numbers 30639 to 30772 in the amount of \$2,847,324.81 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	\$2,700,050.98
(20) Special Revenue Fund	\$85,880.84
(30) Capital Projects Fund	\$345.75
(40) Debt Service Fund	\$61,047.24
(60) Cafeteria Fund	-0-
TOTAL	\$2,847,324.81

Action
Resolution

2. **Approve Tentative 2014-2015 Budget ***

Be it Resolved, that the tentative budget be approved for the 2014-2015 School Year using the 2014-2015 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline and to make any necessary adjustments to the budget for compliance with State regulations.

2014-2015	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	\$36,498,258	\$845,207	\$3,316,713	\$40,660,178
Less: Anticipated Revenue	\$ 7,528,525	\$845,207	\$ 76,525	\$ 8,450,257
Taxes to be raised	\$28,969,733	\$0	\$3,240,188	\$32,209,921

And to advertise said tentative budget in the Bernardsville News or Courier News in accordance with the form suggested by the State Department of Education and according to law.

BE IT FURTHER RESOLVED, that a public hearing be held at Bernards High School, Bernardsville NJ on April 30th, 2014 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

Action
Resolution

3. **Approve Capital Reserve Account Withdrawal**

RESOLVED that Somerset Hills Board of Education requests the approval of a capital reserve withdrawal in the amount of \$854,313. The district intends to utilize these funds for the district portion of EDA Capital Projects at Bernards High School.

Action Resolution 4. Approval Capital Reserve Account Deposit
RESOVLED that the Somerset Hills Board of Education requests the approval a capital reserve deposit in the amount of \$500,000. The district intends to utilize these funds for future capital projects.

Action Resolution 5. Approval Adjustment for Banked Cap
RESOLVED that the Somerset Hills Board of Education includes in the proposed budget the adjustment for banked cap in accordance with the N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$242,865 for the purposed of out of district special education tuition. The district intends to complete said purposes by June 2015.

Action Resolution 6. Approve Travel and Related Expense Reimbursement 2014-2015
WHEREAS, the Somerset Hills Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and
WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and
WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and
WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now
THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and
BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$75,000.

Action Resolution 7. Accept Bedminster Township Affordable Housing Scholarship
Resolved, that the Somerset Hills Board of Education accept the Bedminster Township Affordable Housing Scholarship in the amount of \$1,500 to be awarded to a resident of affordable housing in The Hills of Bedminster Township and enrolled in or graduated from Bernards High School (maximum 3 scholarship annually based on donated funds).

Curriculum
Committee Report

Mrs. Palazzolo gave the report. The Committee met on March 4, 2014.

Action Items

Mrs. Palazzolo moved Curriculum resolutions #1-4, seconded by Mr. Palma. Curriculum resolutions #1-4 were approved by a roll call vote of 8-0.

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
BES	a) First Grade Trailside Nature & Science Center Mountainside NJ	5/3 & 22/14	134	10	18
BES	b) Kindergarten Culmination of Wellness and Nutrition Activities Shoprite Bernardsville NJ	4/7/14	10	3	0
BMS	c) Forensics Club Theatre Fest Tournament Chatham Middle School Chatham NJ	3/15/14	10-15	1	3
BMS	d) Science Classes Water quality of Mine Brook 4 location along Mine Brook Bernardsville NJ	5/13 & 14/14	22-25 Per trip	2-3 Per trip	0
BMS	e) 7 th Grade Fairview Lake Environmental Education Center Newton, NJ	5/13/14	140	9	0
BHS	f) AP Statistics Class Collection of data Bronx Zoo Bronx NY	5/21/14	66	3	3

Action Resolution2. Approve Professional Development*

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

School	Name	Workshop/Conference	Est. Cost	Date
BHS	a) Cerza, Angela	AP Reader	\$560.88	6/2/14- 6/9/14
BHS	b) Cherng, Jonathan	AP Reader	\$0	6/10-6/18
BHS	c) Dooley, Megan	Chicago/Indiana College Visits	\$719.00	4/27-5/3
BHS	d) DuBois, Louise	Transition to college for students w/learning disabilities	\$0	5/21

BHS	e) Ellis, Amanda	NACAC – Critical Components -mastering the college admission process	\$1,675.00	5/27-30
BHS	f) Ellis, Amanda	Lehigh Valley College Tour	\$198.88	3/31-4/2
BHS	g) Ellis, Amanda	Transition to college for students w/learning disabilities	\$0	5/21
BHS	h) Ferrara, James	New Directions in Physics Education	\$93.44	3/14-15
BHS	i) Foglia, Joe	PERC Pre-Trial Hearing	\$0	3/17
BHS	j) Janosko, Ashley	Kean Univ. Counselor Conference	\$30.00	4/11
BHS	k) Janosko, Ashley	Chicago/Indiana College Visits	\$719.00	4/27-5/3
BHS	l) Labus, Rebecca	NACAC – Critical Components -mastering the college admission process	\$1,562.50	5/27-30
BHS	m) Neigel, Scott	CCSS & PARCC Training –NJ Leadership Summit	\$0	4/3
BHS	n) Smith, Courter	NJSIAA Tennis Committee Meeting	\$0	5/5
BHS	o) Sosely, Anna	Kean Univ. Counselor Conference	\$30.00	4/11
BMS	p) Drew, Lisa	Mindfulness for Children and Adolescents	\$189.99	5/8
BMS	q) Sorge, Melissa	What’s New in Young Adult Lit	\$235.00	3/26
District	r) Vaught, Teresa	Legal Updates for HIB, Special Ed	\$145.00	3/18
District	s) Young, Charles	NJECC – member meetings	\$0	4/11, 5/16, 6/13

Action
Resolution

3. Approve Parent Fund Raisers

Resolved, that the Somerset Hills School District approve the following parent fund raisers:

School	Organization	Date
BHS	a) Softball Booster – Burgers and Beverages at Claremont Tavern	4/8/14
BHS	b) Girls Lacrosse Booster – Burgers and Beverages at Claremont Tavern	TBD-March or April
BHS	c) Booster Club - Sports Equipment Exchange	4/24-5/3

- Action Resolution 4. HIB Report
Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on March 12, 2014 and upheld the findings and/or consequences recommended by the superintendent.

Facilities & Operations

Committee Report

No report.

Action Items

Mr. Palma moved Facilities & Operations resolutions #1-3, seconded by Ms. Kragie. Facilities & Operations resolutions #1-3 were approved by a roll call vote of 8-0.

- Action Resolution 1. Approve Architect Fees
Resolved, that the Somerset Hills Board of Education approve the following architect fees to Fletcher Thompson:
- | | |
|-------------------|---------|
| B.M.S. Doors | \$6,500 |
| Bedwell Vestibule | \$4,750 |

- Action Resolution 2. Award Bid for Pre-fabricated Athletic Storage Building
Resolved, that the Somerset Hills Board of Education award the bid for the pre-fabricated Athletic Storage Building. Bids were received as follows:

Contractor	Base Bid
DeSapio Construction Inc.	\$159,800
Drill Construction	108,100
Edge Property Maint., Inc.	\$53,284
Kalogridis Contracting, LLC	\$97,250
Mark Construction, Inc.	\$116,780
V&K Construction, Inc.	\$147,300

Be it resolved, that the bid was awarded to:
Edge Property Maint., Inc. in the amount of \$53,284

- Action Resolution 3. Annual Report of Violence and Vandalism – 2013/2014
Pursuant to N.J.S.A. 18A:17-46, 17 acts of violence and vandalism were reported to the NJ Department of Education Electronic Violence and Vandalism Reporting System (EVVRS) for 2013-2014.

Policy

Personnel

Committee Report

Mrs. Hawkins gave the report. The Committee met on March 4, 2014.

Action Items

All personnel action is on the recommendation of the Superintendent.

Several Board members congratulated Mr. Ellard and Mrs. Lemberg and thanked them for their many years of service to the district.

Mrs. Hawkins moved Personnel resolutions #1-19, seconded by Mr. Palma. Personnel resolutions #1-19 were approved by a roll call vote of 8-0.

Action 1. Accept Retirement
Resolution Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Thomas Ellard, Science Teacher Bernardsville Middle School effective June 30 2014, with thanks for 41 years of service to the district.

Action 2. Accept Retirement
Resolution Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Christine Lemberg, ESL Teacher Bedwell Elementary School effective June 30 2014, with thanks for 17 years of service to the district.

Action 3. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Roberta Davitt, School Nurse at the Bedwell Elementary School effective April 25, 2014.

Action 4. Approve Appointment of Special Education Teacher
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Scott Ronay, Special Education Teacher at Bedwell Elementary School, level MA 15, step 6 at an annual salary of \$62,435 (prorated), effective May 13, 2014 or sooner as determined by the Superintendent for the 2013-2014 school year. (Colicchio)

Action 5. Approve NJ EXCEL School Based Administrative Internship
Resolution Resolved, that the Somerset Hills Board of Education approve NJ EXCEL School Based Administrative Internship for Patrick Reed, Teacher Bedwell Elementary School, fulfilling 90 hours over 18 months beginning February 12, 2014 mentored by Amy Phelan, Principal Bedwell Elementary School.

Action 6. Approve Additional Hours for Family Math Program
Resolution Resolved, that the Somerset Hills Board of Education approve the following additional hours for the Family Math Program -Winter/Spring at Bedwell School

Name	Position	Additional Hours
Brooten, Darcey	Grade 4	3
Reeves, Jamie	Grade 4	3

Action 7. Approve Parenthood Leave
Resolution Resolved, that the Somerset Hills Board of Education approve parenthood leave for Melissa Sorge, Reading Specialist at the Bernardsville Middle School from June 2, 2014 through June 20, 2014 and from September 1, 2014 through November 21, 2014.

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- Action 8. Amend Parenthood Leave End Date
Resolution Resolved, that the Somerset Hills Board of Education amend the parenthood leave end date for Karen Mastrangeli, elementary teacher at Bedwell Elementary School from June 30, 2014 to June 30, 2015.
- Action 9. Amend Parenthood Leave End Date
Resolution Resolved, that the Somerset Hills Board of Education amend the parenthood leave end date for Joy White, English teacher at Bernardsville Middle School from June 30, 2014 to June 30, 2015.
- Action 10. Amend Parenthood Leave End Date
Resolution Resolved, that the Somerset Hills Board of Education amend the parenthood leave end date for Maureen Ziolkowski, elementary teacher at Bedwell Elementary School from June 30, 2014 to June 30, 2015.
- Action 11. Amend Parenthood Leave End Date
Resolution Resolved, that the Somerset Hills Board of Education amend the parenthood leave end date for Jacqueline Kulakowski, Library Media Specialist at Bernards High School School from June 30, 2014 to June 30, 2015.
- Action 12. Amend Parenthood Leave Start Date
Resolution Resolved, that the Somerset Hills Board of Education amend the parenthood leave start date for Jonelle Mustich, elementary teacher at Bedwell Elementary School from March 10, 2014 to March 3, 2014.
- Action 13. Amend Appointment of Leave Replacement
Resolution Resolved, that the Somerset Hills Board of Education amend the appointment of Lauren O'Day, leave replacement teacher at Bedwell Elementary School from March 3, 2014 through June 30, 2014. (Mustich)
- Action 14. Amend Appointment of Team Leader
Resolution Resolved, that the Somerset Hills Board of Education amend the appointment of Jonelle Mustich, Team Leader – Grade K from September 1, 2013 through February 28, 2014.
- Action 15. Amend Appointment of Team Leader
Resolution Resolved, that the Somerset Hills Board of Education amend the appointment of Phyllis DeStefano, Team Leader – Grade K from March 3, 2014 through June 30, 2014.
- Action 16. Approve Student Teacher
Resolution Resolved, that the Somerset Hills Board of Education approve Allissa Cembrook, student teacher at Bernards High School from March 17, 2014 through May 9, 2014.
- Action 17. Approve Student Teacher
Resolution Resolved, that the Somerset Hills Board of Education approve Lisa Falk, student teacher at Bernardsville Middle School from March 3, 2014 through May 30, 2014.

Action 18. Approve Summer Hours
Resolution Resolved, that the Somerset Hills Board of Education approve summer hours for Matthew Bale-Pena, Bernards High School Athletic Trainer at an hourly rate of \$30.00 not to exceed 7 days during July 1, 2014 and August 30, 2014.

Action 19. Approve Appointment of Substitutes
Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2013-2014 school year:

Name	Substitute Position	Certificate
Flores, Priscilla	Teacher, Paraprofessional	Standard
Froisland, Kristi	Teacher, Paraprofessional	Substitute Credential
Steward, Louise	Teacher, Paraprofessional	Substitute Credential
Zaleski, Katherine	Teacher, Paraprofessional	Substitute Credential

Community Relations

No report.

Supplementary Matters

1. The B.H.S. Wall of Honor ceremony will be held on May 18, 2014. Several former graduates and people who have made significant contributions to the Bernards High School Community will be honored. More details to follow.

Public Questions & Comments

1. Mr. Ferrera, BHS teacher and SHEA Officer, read a statement from Mr. Foglia, SHEA President. SHEA is very concerned that the Board has not heard any of the recent grievances. Mrs. Coons responded that SHEA was in violation of the contract when it handed the grievances to the Board at the February 19, 2014 meeting. Mrs. Coons stated that she never should have accepted the package. She reminded SHEA to follow the grievance procedures in the contract.

2. Ms. Whittle, BHS teacher, began to explain an issue she is having with lesson plans. Mrs. Coons interrupted her at this point and stated that the Board cannot discuss or hear the merits of an ongoing grievance.

3. Mrs. DeStefano, Bedwell teacher, voiced her concerns about the number of students per class in the 3rd and 4th grades.

4. Heather Hunkele, BHS teacher, inquired about Professional Development for PARCC testing. Mrs. Shouffler responded.

5. Ms. LaBruno expressed her concerns about PARCC testing and APA students.

6. Mrs. O'Brien, BHS teacher and resident, was thrilled with the budget. She asked if there could be a committee comprised of board members and teachers to discuss issues further. Mrs. Coons stated that this is not recommended by either the NJ School Boards or the School Board Attorney. Mrs. Coons suggested that the place to discuss issues is at the Superintendent Professional Relations Committee.

7. Mr. Falzarano, BHS teacher and resident, was pleased with the budget. He would like the opportunity to showcase classroom projects to Board members.

8. Ms. Martin, BMS teacher, stated communication between the Board and staff are at an all-time low. She would also like to see a committee of Board members and teachers.

9. Mrs. Negri, paraprofessional and resident, asked why the district is using Source4Teachers. Mrs. Hunter responded that the contract is for substitute paraprofessionals.

Adjournment

Mr. Palma moved to adjourn the meeting at 9:30 p.m., seconded by Ms. Kragie. The motion was approved by a roll call vote of 8-0.

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**