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**The Somerset Hills School District**  
**PUBLIC INPUT & ACTION MEETING MINUTES – MAY 16, 2012**

**Call to Order**

The meeting was called to order at 8:00 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

Karen McMahon

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, 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 8:00 p.m. Mrs. Coons reported that the Board discussed Personnel, Contracts and Negotiations.

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

1. Thank You from Coleen Butler

**Report of the Superintendent**

1. Student/Staff Recognition

- Mr. Miller introduced Scott Neigel, who will become B.H.S. Principal on July 1<sup>st</sup>. We are thrilled to have Scott join our school community and look forward to working with him for many years.
- As a result of administrative reorganization, a Supervisor of Instruction for Grades K-8 position has been established. Mrs. Butler will transfer into this position. Mrs. Butler has provided outstanding leadership in the area of language arts instruction and curriculum work and has been an integral part of the administrative team.
- Thank you to the chaperones for the Band Field Trip to DisneyWorld: Dr. Tamir Ben-Menachen & Dr. Molly Gabel, Anne Connor, Pete DiCarlo, Jim Ferrara, Mr. and Mrs. Grey, John Grund, Stephen Sands, Karen Silva and Fred Trumpy
- We have received \$2,000 from anonymous donors in honor of S.H.E.F. for the Olcott Conference Room. Thank you to these generous donors who helped restore the 106 year old room.
- BMS students Ben Baxter, Dina Rosin, Somers Laffey, Bea Thompson, Maisy Reddi, David McMillan, Julian Baxter, Carly Sroka, Lauren Browne and Katy Romano received a \$500 Youth Service America grant from Sodexo Inc. The students created a coupon clipping campaign and with those coupons, and a gift card and discount from Shop Rite, they doubled the food and supplies they could purchase for the Morristown Community Soup Kitchen.
- Devin Ray has been selected to participate in the Tri-State QB Shown-Down televised by MSG Varsity on Sunday June 3 at 12 noon. Jeremy Rokosky was named to the North South All-Star Football Game on June 25<sup>th</sup>. He is the first student picked in our school history and the first player to play in an all-star game. Penn Relays - The quartet of Laura Quintana, Sydney Rudin, Zoe Wojtech and Dana Giordano broke school and county records with a time of 11:52.24, 10 seconds faster than the school and Somerset County standard established 29 years ago by another generation of Bernard's superstars. The Boys Varsity Lacrosse team has finished 9-0 and crowned 2012 Kimber Division Champions for the second year in a row. Congratulations to Coach Brothers and the entire program!! BHS seniors Annie Maass and Ryan Zeccola were selected as the BHS Scholar Athletes of the Skyland Conference.

2. Common Core Standards

Jennifer Shouffler presented a power point presentation on the Common Core Standards and responded to questions from the Board.

**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 April 25, 2012 be approved. Mr. Palma seconded the motion. Resolution was approved by a roll call vote of 9-0. Mrs. Palazzolo abstained.

Action 2. Approval of Minutes  
Resolution Ms. Kragie that the Special Meeting and Executive session minutes of May 3, 2012 be approved. Mr. Palma seconded the motion. Resolution was approved by a roll call vote of 9-0. Mrs. Hawkins abstained.

**Finance****Committee Report**

No report.

**Action Items**

Mr. Dorr moved Finance Resolutions #1-3, seconded by Mr. Palma. Resolutions 1-3 were 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 April 2012 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$4,311,118.11	\$4,311,118.11
(20) Special Revenue Fund	\$67,556.64	\$67,556.64
(30) Capital Projects Fund	\$254,037.77	\$254,037.77
(40)Debt Service Fund	(\$534,828.70)	(\$534,828.70)
Total Government Funds	\$4,097,883.82	\$4,097,883.82

(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 April 2012.

Action 3. Payment of Bills\*  
Resolution WHEREAS, the Board Secretary has presented a check register dated April 2012 covering check numbers 25661 to 25662 in the amount of \$1,146,200.12 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	\$1,053,135.90
(20) Special Revenue Fund	\$4,358.97
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$88,705.25
<b>TOTAL</b>	<b>\$1,146,200.12</b>

WHEREAS, the Board Secretary has presented a check register dated May 2012 covering check numbers 25663 to 25789 in the amount of \$766,219.54 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	\$745,497.73
(20) Special Revenue Fund	\$15,376.81
(30) Capital Projects Fund	\$4,820.00
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$525.00
<b>TOTAL</b>	<b>\$766,219.54</b>

## Curriculum

### Committee Report

Mrs. Palazzolo gave the report. The Committee met on May 8<sup>th</sup>.

### Action Items

Mrs. Palazzolo moved Curriculum 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) Physics Classes Six Flags Great Adventure Jackson NJ	5/30/12	205	4	9
BHS	b) Peer Leadership Camp Cromwell Martinsville, NJ	6/9&10/12	44	2	0
BHS	c) BHS Spring Track Team North Carolina A&T University Greensboro, NC	6/14-16/12	6	1	2

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
BHS	a) Collins, Kay	A Close Examination of the Common Core State Standards	\$ 99.00	6/5/12
Olcott	b) Nancy Lee Hunter	U.S. DOE Green Ribbon Award	\$735.00	6/3-5/12
Olcott	c) Mariel O'Brien	U.S. DOE Green Ribbon Award	\$735.00	6/3-5/12

## **Facilities & Operations**

### **Committee Report**

Mr. Palma gave the report. The Committee met on May 3<sup>rd</sup> and May 16<sup>th</sup>.

### **Policy**

#### **Committee Report**

The Committee will meet on June 5<sup>th</sup>.

#### **Action Items**

Mrs. McMahon moved Policy Resolutions #1-3, seconded by Mr. Palma. Resolutions 1-3 were approved by a roll call vote of 9-0.

Action 1. First Reading and Adoption Policy #2340 Field Trips – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #2340 Field Trips - Revised.

Action 2. First Reading and Adoption Policy #2361 Acceptable Use of Computer Networks, Computers and Resources – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #2361 Acceptable Use of Computer Networks, Computers and Resources – Revised.

Action 3. First Reading and Adoption Policy #5440 Honoring Pupil Achievement - Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #5440 Honoring Pupil Achievement – Revised.

## **Personnel**

### **Committee Report**

The Committee met on May 8<sup>th</sup>.

#### **Action Items**

Mrs. Hawkins moved Personnel Resolutions #1-22, seconded by Mr. Palma. Resolutions 1-22 were approved by a roll call vote of 10-0. Mrs. McMahon abstained on #8, #9. Mrs. Hawkins abstained on #20.

All personnel action is on the recommendation of the Superintendent.

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- Action 1. Approve Appointment of Custodian  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Maria Barron, full time custodian, Step 1B, at an annual salary of \$25,000 effective July 1, 2012 for the 2012-2013 school year.
- Action 2. Approve Appointment of Custodian  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Patrick Connolly, full time custodian, Step 1B, at an annual salary of \$25,000 effective July 1, 2012 for the 2012-2013 school year.
- Action 3. Approve Appointment of Bus Driver  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Peggy Vail, school bus driver, at a rate of \$20.50 per hour for the 2012-2013 school year. (hours to be determined)
- Action 4. Approve Appointment of Technology Teacher  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Cloe Kawecki, technology teacher at Bernardsville Middle School, Level BA, Step 1-2, at an annual salary of \$51,790, effective September 1, 2012 for the 2012-2013 school year. Salary is based on the 2010-2011 salary guide. (step and salary may be adjusted upon ratification of the collective bargaining agreement) (Oosterveld)
- Action 5. Approve Appointment of Board Messenger/Board Mail Person  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Bhanca Komsiri as a Board Messenger/Board Mail Person effective July 1, 2012 for the 2012-2013 school year. (stipends may be adjusted)  
Board Messenger Stipend \$1,200  
Board Mail Person Stipend \$5,167
- Action 6. Approve Appointment of Seasonal Maintenance  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Alan Yunghahn Jr. as a seasonal maintenance worker at an hourly rate of \$14 from May 14, 2012 to August 31, 2012.
- Action 7. Approve Change in Assignment  
Resolution Resolved, that the Somerset Hills Board of Education approves change in assignment for Kara Arnold, special education paraprofessional from part time at 15hrs/50 min to full time at 35hrs per week, at an annual salary of \$20,874 (prorated) effective May 1, 2012 for the 2011-2012 school year.
- Action 8. Approve Salary Adjustments for 2011-2012  
Resolution Resolved, that the Somerset Hills Board of Education approves salary adjustments for the 2011-2012 school year:
- | <u>Name</u>    | <u>Position</u>            | <u>Salary</u> |
|----------------|----------------------------|---------------|
| John McMahan   | Security Officer           | \$49,298      |
| Thomas Venanzi | Treasurer of School Monies | \$ 5,073      |
| Lynn Weltler   | PAC Manager                | \$13,195      |

Action 9. Approve Salary Adjustments for 2012-2013  
Resolution Resolved, that the Somerset Hills Board of Education approves salary adjustments for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
John McMahon	Security Officer	\$50,283
Rebecca Labus	College and Career Specialist	\$30,600
Thomas Venanzi	Treasurer of School Monies	\$ 5,174
Alice Rose	Executive Director of Development	\$18,360
Lynn Weltler	PAC Manager	\$13,459

Action 10. Approve Job Descriptions  
Resolution Resolved, that the Somerset Hills Board of Education approves the following job descriptions:  
 a. Supervisor of Instruction K-8  
 b. Coordinator of Health Services  
 c. Lead Counselor-High School

Action 11. Approve Field Experience  
Resolution Resolved, that the Somerset Hills Board of Education approves the following integrated elementary education field experience:

<u>Name</u>	<u>College/Program</u>	<u>School</u>	<u>Dates</u>
Julie DiGiacchino	Towson University	BES	6/1/12 completion of 30 hrs

Action 12. Approve Summer Work  
Resolution Resolved, that the Somerset Hills Board of Education approves summer work for the following staff members:

<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL</b>	<b>NOT TO EXCEED</b>
Malinda Davis-Campbell	Counselor	Bedwell	1 day
Roberta Davitt	Nurse	Bedwell	2 days
Melissa Jordan	Nurse Clerk	Bedwell	5 days
Christopher Habermas	Counselor	BMS	5 days
Amanda Morawick	Counselor	BMS	5 days
Suzanne Ryan	Nurse	BMS	4 days
Megan Dooley	Counselor	BHS	8 days
Ashley Janosko	Counselor	BHS	8 days
TBD	Counselor	BHS	8 days
Anna Sosely	Counselor	BHS	8 days
Anne Connor	Nurse	BHS	8 days
Karen Ayres	CST	District	8 days
Marcy Craver	CST	District	8 days
Louise Dubois	CST	District	8 days
Mary Haspel	CST	District	8 days
Wendi LaBruno	CST	District	8 days
Mariely Manresa	CST	District	4 days

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>
Shaunna Khurdan	Teacher/Paraprofessional	CEAS
Barbara Cotton	Paraprofessional	CE
Leeann Bartushak	Nurse	Substitute Nurse Credential

Action Resolution 14. Approve Appointment of Music Teacher  
Resolved, that the Somerset Hills Board of Education approves the appointment of Matthew LaPine, district music teacher, Level MA, Step 1-2, at an annual salary of \$55,660, effective September 1, 2012 for the 2012-2013 school year. Salary is based on the 2010-2011 salary guide. (step and salary may be adjusted upon ratification of the collective bargaining agreement) (Noonan)

Action Resolution 15. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Adrienne Buss, special education paraprofessional at Bedwell Elementary School, Step 1B, at an hourly rate of \$14.91 (prorated), 15hours/50min per week, effective May 1, 2012 for the 2011-2012 school year. (Arnold)

Action Resolution 16. Approve Appointment of Lead Counselor  
Resolved, that the Somerset Hills Board of Education approves the appointment of Ashley Janosko as Lead Counselor at Bernards High School for Grades 9-10, effective July 1, 2012 for the 2012-2013 school year. (11 month salary and stipend to be determined)

Action Resolution 17. Approve Appointment of Lead Counselor  
Resolved, that the Somerset Hills Board of Education approves the appointment of Megan Dooley as Lead Counselor at Bernards High School for Grades 11-12, effective July 1, 2012 for the 2012-2013 school year. (11 month salary and stipend to be determined)

Action Resolution 18. Approve Transfer of School Counselor  
Resolved, that the Somerset Hills Board of Education approves the transfer of Amanda Morawick, school counselor from Bernardsville Middle School to Bernards High School, effective July 1, 2012 for the 2012-2013 school year. (S. Miller)

Action Resolution 19. Amend Summer Work  
Resolved, that the Somerset Hills Board of Education approves the amended summer work for the following staff members:

<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL</b>	<b>NOT TO EXCEED</b>
Amanda Morawick	Counselor	BHS	8 days
TBD	Counselor	BMS	5 days

Action Resolution 20. Approve Athletic Position  
Resolved, that the Somerset Hills Board of Education approves the following athletic position for the 2012-2013 school year:  
Bernards High School  
Vincent Paragano                      Fencing Coach \$7,175

- Action Resolution** 21. Approve district Evaluation Advisory Committee (EE4NJ)  
Resolved, that the Somerset Hills Board of Education approves the formation of a District Evaluation Advisory Committee as required for EE4NJ and authorizes the Superintendent to submit the following committee members to the Somerset Executive County Superintendent of Schools:

Name	Position
Peter Miller	Superintendent
Barbara Walls	Assistant Superintendent
Jennifer Shouffler	Director of Curriculum
Teresa Vaught	Supervisor of Special Services
Amy Phelan	Principal, Bedwell Elementary School
Lynn Kratz	Principal, Bernardsville Middle School
Scott Neigel	Principal, Bernards High School
Coleen Butler	Assistant Principal, Bedwell Elementary School
Michael Corbett	Assistant Principal, Bernards High School
Courter Smith	Supervisor, Bernards High School
Susan Fischer	Teacher, Bedwell Elementary School
Joy White	Teacher, Bernardsville Middle School
Paula Gray	Teacher, Bernards High School
Karen Ball	Parent
Debora Hawkins	Board of Education Member
Joseph Foglia	SHEA Representative

- Action Resolution** 22. Rescind Appointment of Special Education Teacher  
Resolved, that the Somerset Hills Board of Education rescind the appointment of Melissa Donofrio, special education teacher at Bedwell Elementary School for the 2012-2013 school year.

### **Neighborhood Relations**

None

### **Community Relations**

None

### **Supplementary Matters**

### **Public Questions & Comments**

1. Paula Gray, B.H.S. math teacher in the district for 11 years, read a letter from B.H.S. English teacher Mark Reinman who resigned as of June 30, 2012. The letter expressed his concern about the extremely low morale of the teachers and staff in the district and the progress of negotiations.
2. Judi Martin, B.H.S. teacher in the district for 30 years is concerned about accountability, transparency, trust and communications in the district.
3. Penelope Ayres, resident and S.H.E.F. member, said she feels she is part of “the silent majority”. She is hoping to see the standoff in negotiations come to an end. She asked the Board to come to a resolution.

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4. Harry White, resident, said he has been coming to Board meetings for 20 plus years and believes the Board is doing a good job. The Board should hold firm.

**Adjournment**

Mrs. Hawkins moved to adjourn the meeting at 9:10 p.m., seconded by Ms. Kragie. The motion was approved by a unanimous roll call 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.**