

**The Somerset Hills School District  
PUBLIC INPUT & ACTION MEETING MINUTES – SEPTEMBER 14, 2011**

**Call to Order**

The meeting was called to order at 7:30 p.m. by Mrs. Coons, President.

**Welcome**

**Roll Call**

Present

Robert Baker

Donna Coons

John Dorr

Julie Goetz

Deborah Hawkins

Linda Kragie

Karen McMahan

Nancy Palazzolo

Louis Palma

Lauriann Swadba

Absent

Also Present

Peter Miller

Nancy Lee Hunter

Barbara Walls

**Executive Session**

At 6:30 p.m., Mrs. Coons 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 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.

Ms. Kragie 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**

### Report of the Superintendent

1. Recognition of Retirement - Keith Kebel – Somerset Hills Education Foundation  
Mr. Miller recognized Keith Kebel on his retirement for the many years of dedication he has given to The Somerset Hills School District and The Somerset Hills Education Foundation (SHEF). Keith became a member of the Board of Education in 1993 and served as its president for 5 years. Then became a SHEF Trustee for 9 years and its Chairman for 7 years. Keith took on the role as Executive Director of Development for SHEF and the district in 2010. In that Position, he created an upsurge in interest from the community and formed a Development Committee to extend fund raising initiatives.
2. 2011/2012 School Opening  
Mr. Miller reported that the 2011/2012 School Opening was successful. Thank you to all the staff for preparing the schools this summer.

3. District Enrollment

6/17/11 Enrollment		9/8/11 Enrollment		Difference	
P	22	P	12	P	-10
K	101	K	134	K	33
1	119	1	107	1	-12
2	163	2	115	2	-48
3	145	3	163	3	18
4	152	4	151	4	-1
<b>Bedwell</b>	<b>702</b>	<b>Bedwell</b>	<b>682</b>	<b>Bedwell</b>	<b>-20</b>
5	141	5	154	5	13
6	141	6	141	6	0
7	142	7	136	7	-6
8	148	8	142	8	-6
<b>BMS</b>	<b>572</b>	<b>BMS</b>	<b>573</b>	<b>BMS</b>	<b>1</b>
9	180	9	219	9	39
10	202	10	174	10	-28
11	195	11	196	11	1
12	208	12	193	12	-15
<b>BHS</b>	<b>785</b>	<b>BHS</b>	<b>782</b>	<b>BHS</b>	<b>-3</b>
<b>Total</b>	<b>2059</b>	<b>Total</b>	<b>2037</b>	<b>Total</b>	<b>-22</b>

2. BERNARDS HIGH SCHOOL CLASS OF 2011 POSTGRADUATE REPORT
 

Seniors (In House Graduating –August, 2011)	208
Post-Secondary College Plans	93%
Four-Year College	79%
Two-Year College	14%
Other (/Workforce/Military/Tech/Undecided)	7%
164 Students attending 4-year colleges	

28 students attending 2-year colleges  
 34 students attending Most Competitive Colleges  
 46 students attending Highly Competitive Colleges  
 41 students attending Competitive College  
 One National Merit Scholarship Winner  
 One U. S. Presidential Scholar Winner

3. Student/Staff Recognition (MSG Network-BHS Highlights)  
 The district has been notified by the NJSIAA (NJ State Interscholastic Athletic Association) that our sports teams were free of any disqualifications for the entire 2010-2011 school year. This shows the sportsmanship of our athletes and the high standards of our coaches. Congratulations to our student athletes, coaches and Mr. Hoppe. Devin Ray, junior at BHS and quarterback, was named Athlete of the Week” by the Courier News. Our BHS girls cross country team is ranked #14 in NJ in the pre-season rankings. Congratulations to Coach Szostak and his team.
4. Week of Respect – October 3-7, 2011  
 All schools will conduct activities in recognition of the Annual Week of Respect.

### **Public Questions & Comments**

1. Harry White, Bernardsville resident, had a question regarding a report on B.H.S. rankings in “Inside NJ”. Mr. Miller will look into it.

### **Approval of Minutes**

- |                   |   |
|-------------------|---|
| <u>Action</u>     | 1. <u>Approval of Minutes*</u>  |
| <u>Resolution</u> | Mr. Palma moved that the Public Input & Action and Executive session minutes of August 24, 2011 be approved. Ms. Kragie seconded the motion. Roll Call vote 8-0-2. Mrs. Hawkins, Ms. Goetz abstained. |

### **Finance**

#### **Committee Report & Discussion**

The first meeting will be October 20, 2011.

#### **Action Items**

Mr. Dorr moved Finance resolutions #1-5, seconded by Mr. Palma. Resolutions #1-5 were approved by a roll call vote of 10-0.

- |                   |  |
|-------------------|--|
| <u>Action</u>     | 1. <u>Payment of Bills*</u>  |
| <u>Resolution</u> | WHEREAS, the Board Secretary has presented a check register dated August, 2011 covering check numbers 23993 to 24104 in the amount of \$ 564,280.70 with the recommendation that they be paid, and<br>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	\$524,675.70
(20) Special Revenue Fund	\$39,605.00
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
<b>TOTAL</b>	<b>\$564,280.70</b>

Action 2. Approve Millennium Strategies Contract\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the Millennium Strategies consultant contract for the period September 1, 2011-August 31, 2012 in the amount of \$3,000 per month.

Action 3. Approve NCLB Federal Grant Allocation 2011-2012 School Year\*  
Resolution Resolved, that the Somerset Hills Board of Education authorizes application and approves funds for the 2011-2012 school year for the NCLB Federal Grant Allocation as follows:

Title II, Part A:	\$24,857.32
Title III, Immigrant:	\$ 9,089.00
Total funds:	\$33,946.32

Action 4. Approve IDEA Federal Grant Allocation 2011-2012 School Year\*  
Resolution Resolved, that the Somerset Hills Board of Education authorizes application and approves funds for the 2011-2012 school year for the IDEA Federal Grant Allocation as follows:

Basic:	\$412,954
Preschool:	\$ 18,035
Total:	\$430,989

Action 5. Approve Lease Purchase\*  
Resolution Resolved, that the Somerset Hills Board of Education approve a lease purchase finance agreement with the Somerset County Improvement Authority and TD Equipment Finance for the financing of a 2012 Thomas school van at an interest rate of 2.75% over 60 months.

## Curriculum

### Committee Report & Discussion

Mrs. Palazzolo gave the report. The Committee met on August 25<sup>th</sup> and September 25<sup>th</sup>.

### Action Items

Mrs. Palazzolo moved Curriculum resolutions #1-4, seconded by Ms. Kragie. Resolutions #1, 3 were approved by a roll call vote of 10-0. Resolution #2 was approved by a roll call vote of 8-0-2. Mr. Baker and Mr. Dorr abstained. Resolution #4 was approved by a roll call vote of 9-0.

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
BHS	a) Academic Challenge Team MSG Varsity Studios NYCBHS	11/8/2011	5	1	0
BHS	b) Guidance/College Counseling Lafayette College Easton PA	10/17/11	18	2	0
BHS	c) A/P Honor Physics Bergen Community College Paramus, NJ	9/22/11	22	2	0
BHS	d) Boys Varsity Lacrosse Team Wide World of Sports Disney Pre-season Training Orlando, FL	3/14- 3/16/12	22	1	4
BHS	e) Classified Students Farleigh Dickinson University Madison NJ	10/12/11	10-12	2	0
BES	f) Multiple Disabled Class Hunterdon Wellness Center	9/16/11	3	3	0
BES	g) Trenton State House/ Old Barracks	10/11/11	151	11	22

Action Resolution

2. Approve Professional Development\*

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

Name	To	Estimated Cost	Date
Peter Miller	N.J. School Boards Conference	\$446.00	10/24-26/11
Nancy Lee Hunter	N.J. School Boards Conference	\$446.00	10/24-26/11
Charles Young	N.J. School Boards Conference	\$446.00	10/24-26/11
Robert Baker	N.J. School Boards Conference	\$446.00	10/24-26/11
John Dorr	N.J. School Boards Conference	\$446.00	10/24-26/11
Emily Pike	AENJ 2011 Conference	\$171.72	10/02/11
Dennis Babicke	Photo Plus Expo	\$ 80.00	10/28/11

Action Resolution documents.

3. Adopt Curriculum Documents\*

Resolved, that the Somerset Hills Board of Education adopt the following curriculum documents.  
All curriculum documents are on file in the Curriculum Office.

AP Physics B	Revision- AP audit changes
Biology A, Biology H	Revision- 2009 Standards
Biology	Revision- 2009 Standards
Physics, Physics A, Physics H	Revision-2009 Standards
Environmental Science A	Revision-2009 Standards
Anatomy and Physiology A	New Course- Full Yr
Techniques of Writing	New Course- Semester
Publications	New Course- Full Yr
Math Foundations	Returning Course-Refine Only
College Readiness & Leadership Development	New Course- Semester
Computer Programming A	New Course - Full Yr
Grade 6 Math	Revisions- DI
Grade 5 Science	Revisions- 2009 Standards
Grade 6 Science	Revisions- 2009 Standards
Grade 7 Science	Revisions- 2009 Standards
Grade 5 General Music Cycle Class	New Cycle Class
Grade 5 Research Cycle Class	New Cycle Class
Grade K Science	Revisions-2009 Standards
Grade 1 Science	Revisions-2009 Standards
Grade 2 Science	Revisions-2009 Standards
Grade K Math	Revisions-CC Standards
Grade 1 Math	Revisions-CC Standards
Grade 2 Math	Revisions- CC Standards
K-4 Spelling	Revisions- Articulation

Approve  
Resolution

4. Approval of Therapy Dog

Resolved, that the Somerset Hills Board of Education approve Barbara Baker and her certified therapy dog, Ariel, to provide canine assisted therapy to the special education classes at Bedwell Elementary School at no cost to the district.

**Facilities & Operations**

Committee Report & Discussion

The Committee will meet on September 21<sup>st</sup> at 5 p.m.

Action Items

Mr. Palma moved Facilities & Operations resolutions #1-3, seconded by Ms. Kragie. Resolutions 1-3 were approved by a roll call vote of 10-0.

Action  
Resolution

1. Disposal of Equipment\*

Resolved, that the Somerset Hills Board of Education approve the disposal of Konica 7022 Copy Machine, serial number 26W525899.

Action 2. Disposal of Equipment\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the disposal of Stewart Savin Fax 3750, serial number Kb1024030096.

Action 3. Approval of Crisis Management Plan\*  
Resolution Resolved, that the Somerset Hills Board of Education approve Somerset Hills School District Crisis Management Plan on file in the Superintendent's Office.

## Policy

### Committee Report & Discussion

#### Action Items

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

Action 1. Second Reading and Adoption Policy #6113 Records Retention – Federal and Other Grant Expenditures - New  
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #6113 Records Retention – Federal and Other Grant Expenditures – New.

Action 2. First Reading and Adoption Bylaw #0142 Board Member Qualifications, Prohibited Action, and Code of Ethics (M) - Revision  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Bylaw #0142 Board Member Qualifications, Prohibited Action, and Code of Ethics (M).

Action 3. First Reading and Adoption Policy #3230 Outside Activities - Revision  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #3230 Outside Activities.

## Personnel

### Committee Report & Discussion

#### Action Items

Mrs. Hawkins moved Personnel resolutions 1-23, seconded by Mr. Palma. Resolutions 3, 11,12,13,15,16,17,20,23 were approved by a 10-0 roll call vote. Resolutions 1, 2, 4-10, 14, 18, 19, 21, 22 were approved by a roll call vote of 9-0.

All personnel action is on the recommendation of the Superintendent.

Action 1. Approve Appointment of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Kara Arnold, part time special education paraprofessional at Bedwell Elementary School, Step 1B, at an hourly rate of \$14.91, 15 hours, 50 minutes per week, effective September 7, 2011 for the 2011-2012 school year.

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- Action Resolution 2. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Nicole Cannici, part time special education paraprofessional at Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 18 hours, 35 minutes per week, effective September 7, 2011, for the 2011-2012 school year.
- Action Resolution 3. Approve Appointment of Paraprofessional\*  
Resolved, that the Somerset Hills Board of Education approves the appointment of Joseph Tirrito, part time special education paraprofessional at Bernards High School, Step 1B, at an hourly rate of \$14.91, 20 hours per week, effective September 7, 2011, for the 2011-2012 school year.
- Action Resolution 4. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Marc Maratea, part time special education paraprofessional at Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 10 hours, 30 minutes per week, effective September 7, 2011, for the 2011-2012 school year.
- Action Resolution 5. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Regina Geiger, part time special education paraprofessional at Bedwell Elementary School and Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 13 hours, 8 minutes per week, effective September 7, 2011, for the 2011-2012 school year.
- Action Resolution 6. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Katherine Paccione, full time special education paraprofessional at Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 35 hours per week, effective September 7, 2011, for the 2011-2012 school year.
- Action Resolution 7. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Antonietta Natoli, part time special education paraprofessional at Bedwell Elementary School and Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 13 hours, 25 minutes per week, effective September 8, 2011, for the 2011-2012 school year.
- Action Resolution 8. Approve Appointment of Paraprofessional  
Resolved, that the Somerset Hills Board of Education approves the appointment of Kimberly Johnson, part time special education paraprofessional at Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 18 hours, 8 minutes per day, effective September 8, 2011, for the 2011-2012 school year.



Action 9. Approve Appointment of Regular Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Annette Mahlik, part time regular paraprofessional at Bedwell Elementary School, Step 1B, at an hourly rate of \$14.23, 13 hours, 25 minutes per week, effective September 7, 2011, for the 2011-2012 school year.

Action 10. Approve Appointment of Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Annette Mahlik, part time special education paraprofessional at Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 3 hours, 45 minutes per week, effective September 12, 2011, for the 2011-2012 school year.

Action 11. Amend Spanish Teacher Appointment\*  
Resolution Resolved, that the Somerset Hills Board of Education amends the appointment of Zoltan Gilly, Spanish teacher at Bernardsville Middle School, as follows:  
 From: part time @ .33 \$21,252 MA+60 Step 3  
 To: part time @ .50 \$32,200 MA+60 Step 3

Action 12. Amend Summer Work\*  
Resolution Resolved, that the Somerset Hills Board of Education amend summer work hours for the following staff members:  
 Mary Haspel From: 8 days To: 3 days  
 Wendi LaBruno From: 8 days To: 11 days  
 Marcy Craver From: 8 days To: 12 days

Action 13. Approve Overload\*  
Resolution Resolved, that the Somerset Hills Board of Education approves one special education class as an overload for Dianne Berger, special education teacher at Bernards High School, MA+15, Step 17, annual salary \$86,412, overload \$14,405.

Action 14. Approval of Hours for Regular Paraprofessionals  
Resolution Resolved, that the Somerset Hills Board of Education approves hours for the following regular paraprofessionals at Bedwell Elementary School for the 2011-2012 school year:

<u>Name</u>	<u>Total Hours per Week</u>	<u>Step</u>	<u>Hourly Rate</u>
Lisa Klocinski	17.5	9	\$ 18.28
Annette Mahlik	13.25	1B	14.23
Cindy Matero	17.5	9	18.28
Gail Moose	17.5	OG	20.00
Martha Santini	17.5	5	16.00
Deborah Vaughn	17.5	5	16.00
Myrna Zerjav	17.5	8	17.58

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

Teachers

Kara Arnold	CEAS
Nicole Cannici	CEAS
Regina Geiger	CEAS
Brad Greenman	Sub Certificate
Kimberly Johnson	Standard
Annette Mahlik	Sub Certificate
Marc Maratea	CE
Antonietta Natoli	Sub Certificate
Jaclyn Pistilli-Urena	Sub Certificate
Joseph Tirrito	CEAS

Paraprofessionals

Kara Arnold	CEAS
Nicole Cannici	CEAS
Regina Geiger	CEAS
Kimberly Johnson	Standard
Annette Mahlik	Sub Certificate
Marc Maratea	CE
Antonietta Natoli	Sub Certificate
Katherine Paccione	CEAS
Joseph Tirrito	CEAS

Action 16. Approval of Contracts\*  
Resolution Resolved, that the Somerset Hills Board of Education approves the employment contracts, as approved by the Somerset County Executive County Superintendent, for Nancy Lee Hunter (\$164,186) and Barbara Piparo-Walls (\$154,459) for the 2011-2012 school year.

Action 17. Approval of Hours for Special Education Paraprofessionals\*  
Resolution Resolved, that the Somerset Hills Board of Education approves hours for the following special education paraprofessionals for the 2011-2012 school year:

<u>Name</u>	<u>Location</u>	<u>Total Hours/week</u>	<u>Step</u>	<u>Salary</u>
Patricia Boteler	Bedwell	35	10	28,291
Ilona Coheleach	Bedwell	35	8	25,411
Kari Landers	Bedwell	35	6	23,071
Danielle Murphy	Bedwell	35	1B	14,91/hr
Nancy Negri	Bedwell	35	10	28,291
Katherine Paccione	Bedwell	35	1B	14,91/hr
Marianne Parciak	Bedwell	35	3-4	21,662
Cynthia Riley	Bedwell	35	10	28,291
Nona Schonbachler	Bedwell	35	10	28,291
Colleen Zuppa	Bedwell	35	3-4	21,662

MaryAnn Amiano	Bedwell	25	6	17.82/hr
Kara Arnold	Bedwell	15 hrs /50 min	1B	14.91/hr
Patrice Cummings	Bedwell	20	2	16.64/hr
Patricia Hildebrandt	Bedwell	22 hrs /55 min	3-4	16.72/hr
Antonietta Natoli	BES/BMS	13 hrs/25 min	1B	14.91/hr
Joanne Petty	Bedwell	22 hrs /35 min	3-4	16.72/hr
Colleen Sutton	Bedwell	23 hrs /33 min	3-4	16.72/hr
Margaret Boyce	BMS	35	10	28,291
David Carmon	BMS	35	3-4	21,662
Pamela Crerand	BMS	35	7	24,173
Joan Gray	BMS	35	8	25,411
Teresa Mastrobuoni	BMS	35	10	28,291
Nicole Cannici	BMS	18 hrs /35 min	1B	14.91/hr
Lori DeVito	BMS	22 hrs /30 min	5	17.06/hr
Regina Geiger	BMS/BES	13 hrs /8 min	1B	14.91/hr
Kevin Grant	BMS	20	3-4	16.72/hr
Kimberly Johnson	BMS	18 hrs /8 min	1B	14.91/hr
Annette Mahlik	BMS	3 hrs /45 min	1B	14.91/hr
Marc Maratea	BMS	14 hrs/30 min	1B	14.91/hr
Gail Blake	BHS	35	10	28,291
Gillian Overton	BHS	35	8	25,411
Joseph Tirrito	BHS	20	1B	14.91/hr
Wolfram Huschke	Bedminster	35	9	26,783

Action 18. Approval of Bus Paraprofessional  
Resolution Resolved, that the Somerset Hills Board of Education approves Peggy Vail, part time Bus Paraprofessional, 4.5 hours per day, \$18.00 per hour, effective September 16, 2011, for the 2011-2012 school year.

Action 19. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Sheree Kopacka, part time custodian, effective August 11, 2011.

Action 20. Approval of Additional Hours\*  
Resolution Resolved, that the Somerset Hills Board of Education approves additional hours for Anne Acuff, secretary at Bernards High School, from 75% to full time, 3 days per week and 75% 2 days per week, effective September 1, 2011 through June 30, 2012.

Action 21. Approve Leave of Absence  
Resolution Resolved, that the Somerset Hills Board of Education approves a family medical leave of absence for Katherine LaCotta, effective September 19, 2011 through December 9, 2011.

Action 22. Rescind Co-Curricular Positions  
Resolution Resolved, that the Somerset Hills Board of Education rescind the following co-curricular positions:

Middle School

Katherine LaCotta

Katherine LaCotta

Art Club (Oct. – Dec.)

Digital Photography (Oct. – Dec.)

Action 23. Approval of Substitutes\*Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes for the 2011-2012 school year:Teacher

Kerry Davis

Custodians

Ibrahim Valjevac

Bus Driver

Peggy Vail

Neighborhood Relations

No meeting needed at this time.

Community Relations

Calendar of meetings forthcoming.

Supplementary Matters

None

Public Questions & Comments

None

Adjournment

Mr. Palma moved to adjourn the meeting at 9:15 p.m., seconded by Ms. Goetz. 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.