
**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – AUGUST 24, 2011**

Call to Order

The meeting was called to order at 7:40 p.m. by Mrs. Coons, President.

Welcome**Roll Call**

Present

Robert Baker

Donna Coons

John Dorr

Linda Kragie

Karen McMahan

Nancy Palazzolo

Louis Palma

Lauriann Swadba

Absent

Deborah Hawkins

Julie Goetz

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, Negotiations and Litigation.

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 8-0. The Board returned to public session at 7:40 p.m. Mrs. Coons reported that the Board discussed the Personnel, Student Matters, Student Matters, Legal Matters and Negotiations.

Pledge of Allegiance**Correspondence**

1. Thank You – Samantha Rizzuto

Report of the Superintendent

1. 2011/2012 School Opening

Mr. Miller reported that ten new staff have been hired; technology has been upgraded; summer maintenance projects have been completed and buildings are ready to open.

2. District Enrollment

6/17/11 Enrollment		8/17/11 Enrollment		Difference	
P	22	P	12	P	-10
K	101	K	137	K	36
1	119	1	104	1	-15
2	163	2	116	2	-47
3	145	3	162	3	17
4	152	4	150	4	-2
Bedwell	702	Bedwell	681	Bedwell	-21
5	141	5	152	5	11
6	141	6	139	6	-2
7	142	7	135	7	-7
8	148	8	143	8	-5
BMS	572	BMS	569	BMS	-3
9	180	9	218	9	38
10	202	10	180	10	-22
11	195	11	194	11	-1
12	208	12	193	12	-15
BHS	785	BHS	785	BHS	0
Total	2059	Total	2035	Total	-24

3. Student/Staff Recognition

One of this year's past seniors, Anthony Devergillo, received a young Heroes Award earlier this month from the National Liberty Museum in Philadelphia.

BHS is proud to announce that seniors Dana Giordano and Johannes Oster have been nominated for the Wendy's High School Heisman Award program for 2011 All-Star Scholar-Athletes.

4. Update on Emergency Training

Mr. Miller stated that there was a training on emergency procedures of our staff by the N.J. State Police and Bernardsville Police on August 3 & 4, 2011.

Public Questions & Comments

1. Meg Walters is concerned about the new changes to the B.M.S. schedule.

Approval of Minutes

Action 1. Approval of Minutes*

Resolution Mr. Palma moved that the Public Input & Action and Executive session minutes of June 29, 2011 be approved. Ms. Kragie seconded the motion. Roll call vote 6-0-2. Mr. Dorr and Mrs. McMahon abstained.

Finance**Committee Report & Discussion**

No report.

Action Items

Mr. Dorr moved Finance Resolutions 1-5, seconded by Mr. Palma. Resolutions 1-5 were approved by a roll call vote of 9-0.

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 June, 2011 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$2,782,587.33	\$2,782,587.33
(20) Special Revenue Fund	\$11,984.29	\$11,984.29
(30) Capital Projects Fund	\$334,045.21	\$334,045.21
(40)Debt Service Fund	\$56.44	\$56.44
Total Government Funds	\$3,128,673.27	\$3,128,673.27

(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 June, 2011.

Action**3. Payment of Bills*****Resolution**

WHEREAS, the Board Secretary has presented a check register dated June, 2011 covering check numbers 23669 to 23754 in the amount of \$888,323.90 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	\$825,325.94
(20) Special Revenue Fund	\$32,303.14
(30) Capital Projects Fund	\$1,851.00
(40) Debt Service Fund	-0-

(60) Cafeteria Fund	\$28,843.82
TOTAL	\$888,323.90

Action
Resolution

4. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated July, 2011 covering check numbers 23755 to 23992 in the amount of \$1,692,371.44 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	\$1,686,995.57
(20) Special Revenue Fund	\$4,075.87
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$1,300.00
TOTAL	\$1,692,371.44

Action
Resolution

5. Approve Physical Therapy Provider

Resolved, that the Somerset Hills Board of Education approve the following to provide physical therapy services for the 2011-2012 School Year:

Student ID#	Provider	Location
Various Students	Pediatric Workshop, Cynthia Argiro	Warren, NJ

Curriculum

Committee Report & Discussion

Mrs. Palazzolo reported on Curriculum. There will be a Curriculum meeting on August 25, 2011.

Action Items

Mrs. Palazzolo moved Curriculum Resolutions 1-2, seconded by Mr Palma. Resolutions 1-2 were approved by a roll call vote of 8-0.

Action
Resolution

1. 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
BHS	a) Marching Band Varsity Football Game Pingry School Martinsville NJ	9/11/11	50	4	0
BHS	b) Marching Band Band Competition Roxbury High School Roxbury, NJ	9/24/11	50	4	0
BHS	c) Marching Band	10/10/11	50	4	2

	Columbus Day Parade Manhattan NY				
BHS	d) 8 th Grade BMS Band BHS Band Day	10/14/11	15	3	2
BHS	e) Marching Band Band Competition Giants Stadium East Rutherford, NJ	10/15/11	50	4	0
BHS	f) Marching Band Band Competition Ridge High School Basking Ridge, NJ	10/29/11	50	4	0
BHS	g) Marching Band Band Competition USSBA Championships Union, NJ	11/5/11	50	4	0

Action
Resolution

2. Approve Professional Development*

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

School	Name	To	Estimated Cost	Date
BHS	a) Coppola, Carolyn	AENJ Annual Conference	\$ 110.00	10/3&4/11
BHS	b) Dooley, Megan	NACAC National Conference	\$1,328.61	9/11-25/11

Facilities & Operations

Committee Report & Discussion

Mr. Palma gave the report. The committee met on August 24, 2011 and reviewed readiness to open school and the Ameresco projects.

A Board member raised concerns about the revised B.M.S. bell schedule.

Action Items

Mr. Palma moved Facilities and Operations Resolutions 1-4, seconded by Mrs. Palazzolo. Resolutions 1, 3, 4 were approved by a roll call vote of 8-0. Resolution 2 was approved by a roll call vote of 6-1-1. Ms. Kragie voted no. Mr. Dorr abstained.

Action
Resolution

1. Disposal of Equipment*

Resolved, that the Somerset Hills Board of Education approve the disposal of Xerox Workcenter Pro 416 copy machine serial #YN6006538.

Action
Resolution
schedule

2. Approval of B.M.S. Revised Bell Schedule

Resolved, that the Somerset Hills Board of Education approve the following revised bell schedule for B.M.S for the 2011-2012 school year:

Regular Schedule

TIME	GRADES 5/6	MINUTES	TIME	GRADES 7/8	MINUTES
7:50 - 8:36	Per. 1	46	7:50 - 8:36	Per. 1	46
8:39 - 9:24	Per. 2	45	8:39 - 9:24	Per. 2	45
9:27 - 10:12	Per. 3	45	9:27 - 10:12	Per. 3	45
10:15 - 11:00	Per. 4	45	10:15 - 11:00	Per. 4	45
11:03 - 11:33	Lunch	30	11:03 - 11:48	Per. 5	45
11:36 - 12:21	Per. 5	45	11:51 - 12:21	Lunch	30
12:25 - 1:10	Per. 6	45	12:25 - 1:10	Per. 6	45
1:13 - 1:58	Per. 7	45	1:13 - 1:58	Per. 7	45
2:01 - 2:46	Per. 8	45	2:01 - 2:46	Per. 8	45

Early Dismissal

TIME	GRADES 5/6	MINUTES	TIME	GRADES 7/8	MINUTES
7:50 - 8:21	Per. 1	31	7:50 - 8:21	Per. 1	31
8:24 - 8:55	Per. 2	31	8:24 - 8:55	Per. 2	31
8:58 - 9:29	Per. 3	31	8:58 - 9:29	Per. 3	31
9:32 - 10:03	Per. 4	31	9:32 - 10:03	Per. 4	31
10:06 - 10:37	Per. 5	31	10:06 - 10:37	Per. 5	31
10:40 - 11:11	Per. 6	31	10:40 - 11:11	Per. 6	31
11:14 - 11:45	Per. 7	31	11:14 - 11:45	Per. 7	31
11:48 - 12:20	Per. 8	32	11:48 - 12:20	Per. 8	32

Delayed Opening

TIME	GRADES 5/6	MINUTES	TIME	GRADES 7/8	MINUTES
9:50 - 10:20	Per. 1	30	9:50 - 10:20	Per. 1	30
10:23 - 10:53	Per. 2	30	10:23 - 10:53	Per. 2	30
10:56 - 11:26	Per. 3	30	10:56 - 11:26	Per. 3	30
11:29 - 11:59	Per. 4	30	11:29 - 11:59	Per. 4	30
12:03 - 12:33	Lunch	30	12:03 - 12:33	Per. 5	30
12:36 - 1:06	Per. 5	30	12:36 - 1:06	Lunch	30
1:09 - 1:39	Per. 6	30	1:09 - 1:39	Per. 6	30
1:42 - 2:12	Per. 7	30	1:42 - 2:12	Per. 7	30
2:15 - 2:46	Per. 8	31	2:15 - 2:46	Per. 8	31

Assembly Schedule

TIME	GRADES 5/6	MINUTES	TIME	GRADES 7/8	MINUTES
7:50 - 8:27	Per. 1	37	7:50 - 8:27	Per. 1	37
8:30 - 9:07	Per. 2	37	8:30 - 9:07	Per. 2	37
9:10 - 9:47	Per. 3	37	9:10 - 9:47	Per. 3	37
9:50 - 10:27	Per. 4	37	9:50 - 10:27	Per. 4	37
10:30 - 11:00	Lunch	30	10:30 - 11:07	Per. 5	37
11:03 - 11:40	Per. 5	37	11:10 - 11:40	Lunch	30
11:43 - 12:20	Per. 6	37	11:43 - 12:20	Per. 6	37
12:23 - 1:00	Per. 7	37	12:23 - 1:00	Per. 7	37
1:03 - 1:40	Per. 8	37	1:03 - 1:40	Per. 8	37
1:46 - 2:46	Assembly	60	1:46 - 2:46	Assembly	60

Action 3. Approve B.H.S. Landscape Plan*
Resolution Resolved, that the Somerset Hills board of Education approve the Bernards High School Landscape Plan and planting schedule as revised on July 27, 2011.

Action 4. Approve Organizational Chart*
Resolution Resolved, that the Somerset Hills Board of Education approve the Organization Chart as attached.

Policy

Committee Report & Discussion

No report.

Action Items

Mrs. McMahon moved Policy Resolutions 1-4, seconded by Mr. Palma. Resolutions 1-4 were approved by a roll call vote of 8-0.

Action 1. Second Reading and Adoption Policy #2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) - New
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) – New.

Action 2. Second Reading and Adoption Regulation #2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) - New
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Regulation #2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) – New.

Action 3. First Reading and Adoption Policy #5512 Harassment, Intimidation, and Bullying (M) - Revised
Resolution Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of Policy #5512 Harassment, Intimidation, and Bullying (M) – Revised.

Action 4. First Reading Policy #6113 Records Retention – Federal and Other Grant Expenditures - New
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #6113 Records Retention – Federal and Other Grant Expenditures – New.

Personnel

Committee Report & Discussion

No report.

Action Items

Mrs. Palazzolo moved Resolutions 1-32, seconded by Mrs. Swadba. Resolutions 1-32 were approved by a roll call vote of 8-0.

All personnel action is on the recommendation of the Superintendent.

- Action Resolution 1. Approve Appointment of Special Education Teacher
Resolved, that the Somerset Hills Board of Education approves the appointment of Andrea Mongno, special education teacher at Bedwell Elementary School, Level BA+15, Step 1-2, at an annual salary of \$53,725, effective September 1, 2011 for the 2011-2012 school year.
- Action Resolution 2. Approve Appointment of Leave Replacement Teacher
Resolved, that the Somerset Hills Board of Education approves the appointment of Patricia Krug, leave replacement elementary teacher at Bedwell Elementary School, Level BA, Step 1, at an annual salary of \$51,790, effective September 1, 2011, for the 2011-2012 school year. (Prosser)
- Action Resolution 3. Approve Appointment of Leave Replacement Teacher
Resolved, that the Somerset Hills Board of Education approves the appointment of Brandy Justice, leave replacement special education teacher at Bernardsville Middle School, Level BA, Step 1, at an annual salary of \$51,790, effective September 1, 2011, for the 2011-2012 school year. (Procacci)
- Action Resolution 4. Amend Parenthood Leave*
Resolved, that the Somerset Hills Board of Education amend the parenthood leave for Anna Sosely, school counselor at Bernards High School as follows:
From: November 21, 2011 – April 6, 2012
To: November 14, 2011 – April 6, 2012
- Action Resolution 5. Approve Appointment of Leave Replacement Counselor*
Resolved, that the Somerset Hills Board of Education approves the appointment of Patricia Lampa, leave replacement counselor at the high school, Level MA, Step 20 at a per diem rate of \$474, effective November 7, 2011 through April 6, 2012.
- Action Resolution 6. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approves the appointment of Danielle Murphy-Barker, full time paraprofessional (7 hours) at Bedwell Elementary School, Step 1, at an hourly rate of \$14.91, effective September 1, 2011, for the 2011-2012 school year.
- Action Resolution 7. Approve Appointment of Part Time Computer Technician
Resolved, that the Somerset Hills Board of Education approves the appointment of Maxwell Pike, part time computer technician, Step 1, at an hourly rate of \$27.00 (not to exceed 19.5 hours), effective September 1, 2011, for the 2011-2012 school year.
- Action Resolution 8. Amend Salary Placement of Spanish Teacher
Resolved, that the Somerset Hills Board of Education amends the salary placement for Zoltan Gilly, Spanish teacher at Bernardsville Middle School as follows:
From: MA \$ 18,698 (part time @.33)
To: MA+60 \$ 21,252 (part time @.33)
- Action 9. Approve Appointment of Seasonal Custodian

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Scott Gunderson, seasonal custodian for the district, at an hourly rate of \$11.00, effective August 1, to August 3, 2011.

Action 10. Approval of Bus Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approves the following bus paraprofessional for the 2011-2012 school year (not to exceed 25 hours):
Maria Barron \$18.00/hour

Action 11. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Keith Kebel, part time executive director of development, effective August 31, 2011.

Action 12. Accept Resignation*
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Nick Zamir, custodian at Bernards High School, effective July 5, 2011.

Action 13. Approve Appointment of Executive Director of Development
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Alice Rose, part time executive director of development, at an annual salary of \$18,000 (prorated), effective September 1, 2011.

Action 14. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Juan Maqueda, part time district custodian, at an hourly rate of \$15.00, effective August 1, 2011.

Action 15. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of John Peardon, part time district custodian, at an hourly rate of \$15.00, effective July 5, 2011.

Action 16. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Victor Calderon, part time district custodian, at an hourly rate of \$15.00, effective July 26, 2011.

Action 17. Approve Termination
Resolution Resolved, that the Somerset Hills Board of Education approves the termination of the following part time custodians:
John Peardon effective July 7, 2011
Victor Calderon effective July 28, 2011

Action 18. Approve Overload*

Resolution Resolved, that the Somerset Hills Board of Education approves one special education class as an overload for Allison Ernst, English teacher at Bernards High School, BA+15, Step 3, annual salary \$54,725, overload \$9,123.

Action 19. Approval of Summer Work*

Resolution Resolved, that the Somerset Hills Board of Education approves summer work for the following staff members:

<u>Name</u>	<u>Position</u>	<u>School</u>
Susie Miller	Counselor	HS 2 days
Anna Sosely	Counselor	HS 2 days
Ashley Janosko	Counselor	HS 2 days
Megan Dooley	Counselor	HS 2 days

Action 20. Approval of Mentors*

Resolution Resolved, that the Somerset Hills Board of Education approves the following staff members as mentors for novice teachers for the 2011-2012 school year:

Jessica Frazier	(Justice)	Laurie Och	(Krug)
Deborah Rokosky	(Mazen)	Kris Hall	(Spadaccini – 1 st semester only)

Action 21. Approval of Job Description*

Resolution Resolved, that the Somerset Hills School District approves the revised job description for Secretary.

Action 22. Approval of Substitutes*

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

<u>Teacher</u>	
Jessica Beach	Sub Certificate
Richard Sumliner	Standard Certificate

Action 23. Rescind Co-Curricular Position*

Resolution Resolved, that the Somerset Hills Board of Education rescind the following co-curricular positions at for the 2011-2012 school year:

<u>High School</u>	
James Little	Vocal Music Accompanist
Kevin Davidowich	Ice Hockey: Head
Kelly Clark	Tennis: Men's Assistant (JV)
<u>Middle School</u>	
James Little	Vocal Music Accompanist

Action 24. Approval of Athletic Positions*

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

<u>High School</u>		<u>Stipend</u>
Anthony Caljean	Football: Assistant JV (Floater)	\$ 7,916
Pat DiGioacchino	Cross Country - Fall	Volunteer

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- Action 25. Approve Appointment of Nurse Clerk
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Melissa Jordan, part time (.5) nurse clerk at Bedwell Elementary School, at an hourly rate of \$32.00, effective September 1, 2011 through June 30, 2012.
- Action 26. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Liliana Cano-Arias, part time custodian for the district, at an hourly rate of \$15.00, effective August 22, 2011 for the 2011-2012 school year.
- Action 27. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Sean Hilbert, part time custodian for the district, at an hourly rate of \$15.00, effective August 24, 2011 for the 2011-2012 school year.
- Action 28. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Martin Escurro, part time custodian for the district, at an hourly rate of \$15.00, effective August 24, 2011 for the 2011-2012 school year.
- Action 29. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Maria Barron, part time custodian for the district, at an hourly rate of \$15.00, effective September 1, 2011 for the 2011-2012 school year.
- Action 30. Approve Appointment of Part Time Custodian
Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Olympia Cardone, part time custodian for the district, at an hourly rate of \$15.00, effective September 1, 2011 for the 2011-2012 school year.
- Action 31. Approval of Substitute
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitute for the 2011-2012 school year:
Teacher
William Whitlock Standard
- Action 32. Approval of Job Descriptions
Resolution Resolved, that the Somerset Hills Board of Education approves the following job descriptions:
Revised
Director of Curriculum
School Counselor – High School
School Counselor – Middle School
School Counselor – Elementary School
School Psychologist
School Social Worker

Substance Awareness Coordinator
New
Supervisor of Special Services
College and Career Specialist

Neighborhood Relations

No meeting.

Community Relations

No meeting.

Supplementary Matters

1. Alice Rose is very excited to begin her new position as Executive Director for S.H.E.F. She suggested having a program for students to be trained as PAC technicians.

Public Questions & Comments

None

Adjournment

Mr. Palma moved to adjourn the meeting at 8:50 p.m., seconded by Mrs. Swadba. The motion was approved by a unanimous 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.**