
**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – SEPTEMBER 19, 2012**

Call to Order

The public meeting was called to order at 7:45 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

Nancy Palazzolo

Louis Palma

Lauriann Swadba

Absent

Linda Kragie

Karen McMahan

Also Present

Peter Miller

Nancy Lee Hunter

Barbara Walls

Executive Session

At 5:17 p.m., Mr. Baker 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. Dorr seconded the motion to adjourn to executive session and the resolution was passed by a roll call vote of 7-0. The Board returned to public session at 7:45 p.m. Mrs. Coons reported that the Board discussed Personnel, Student Matters, Contracts, Negotiations and Litigation.

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

1. Student/Staff Recognition

The BHS Literary Magazine, The Pinnacle, won first place with special merit (the highest honor) from the American Scholastic Press Association.

2. Back to School Nights

September 20, 2012 - Grades 1 & 2 and Pre-K
 September 24, 2012 - Grades 3 & 4
 September 27, 2012 - Middle School
 October 4, 2012 - High School

3. Enrollment Chart

6/20/12 Enrollment		9/12/12 Enrollment		Difference	
P	17	P	19	P	2
K	140	K	120	K	-20
1	112	1	139	1	27
2	118	2	111	2	-7
3	162	3	118	3	-44
4	150	4	161	4	11
Bedwell	699	Bedwell	668	Bedwell	-31
5	150	5	151	5	1
6	139	6	147	6	8
7	138	7	136	7	-2
8	144	8	138	8	-6
BMS	571	BMS	572	BMS	1
9	212	9	209	9	-3
10	176	10	216	10	40
11	197	11	182	11	-15
12	204	12	203	12	-1
BHS	789	BHS	810	BHS	21
Total	2059	Total	2050	Total	-9

4. Post Graduate Report Class of 2012

Mr. Miller reported the district had 192 in-house graduates from B.H.S and 2 graduates via AHSA (Alternate HS Assessment)

Post-Secondary College Plans

97%

Four-Year College	83%
Two-Year College	14%
Other (/Workforce/Military/Tech/Undecided)	3%

159 Students attending 4-year colleges

26 students attending 2-year colleges

34 students attending Most Competitive Colleges

46 students attending Highly Competitive Colleges

41 students attending Competitive Colleges

One National Merit Scholarship Finalist

5. Week of Respect October 1-5, 2012

Mr. Miller reported that during this week, each school will engage in school climate improvement activities and reflect on respect and responsibility. Our schools highlight activities this week, however it is not something that is only done one week, but all through the year as well.

6. QSAC Update

Mr. Miller reported that the district is currently undergoing state monitoring. More information will be provided at the October meeting.

Public Questions & Comments

1. Jim McCarron, Art Teacher Bedwell, has concerns about the dress code policy. He does not believe wearing jeans has any effect on his teaching ability or his professionalism. He asked the Board to reconsider.
2. Lee Honecker, Mayor of Bernardsville, informed the Board that the Borough has no intention of charging the school district for the use of fields. The reciprocal agreement whereby the borough uses the school facilities and the school district uses the borough fields is beneficial to both entities and to the taxpayers.

Approval of Minutes

Action 1. Approval of Minutes*

Resolution Mrs. Hawkins moved that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for August 22, 2012. Mr. Palma seconded the motion. Resolution #1 was approved by a roll call vote of 7-1. Mrs. Swadba abstained.

Action 2. Approval of Minutes*

Resolution Mrs. Hawkins moved that the Somerset Hills Board of Education approve the Board Retreat and Executive meeting minutes of August 30, 2012. Mr. Palma seconded the motion. Resolution #2 was approved by a roll call vote of 7-0-1. Mrs. Hawkins abstained.

Finance

Committee Report

Mr. Dorr reported that the Committee will meet on October 4, 2012.

Action Items

Mr. Dorr moved Finance Resolutions 1-7, seconded by Mr. Palma. Resolutions 1-7 were approved by a roll call vote of 8-0.

Action Resolution1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of July showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$4,187,407.24	\$4,187,407.24
(20) Special Revenue Fund	\$165,407.16	\$165,407.16
(30) Capital Projects Fund	\$113,174.15	\$113,174.15
(40) Debt Service Fund	\$283,858.29	\$283,858.29
Total Government Funds	\$4,749,846.84	\$4,749,846.84

(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 Resolution2. Approve 2011-2012 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for July 2012.

Action Resolution3. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated July 2012 covering check numbers 26601 to 26605 in the amount of \$27,280.26 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	\$16,355.00
(20) Special Revenue Fund	\$925.26
(30) Capital Projects Fund	\$10,000.00
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$27,280.26

WHEREAS, the Board Secretary has presented a check register dated August 2012 covering check numbers 26606 to 26773 in the amount of \$1,941,661.40 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	\$1,173,923.77
(20) Special Revenue Fund	\$19,510.90
(30) Capital Projects Fund	\$19,060.88
(40) Debt Service Fund	\$722,694.25
(60) Cafeteria Fund	\$6,471.60
TOTAL	\$1,941,661.40

Action
Resolution

4. Approve Out of District Placement*

Resolved, that the Somerset Hills Board of Education approve the out of district placement of student CW to Ewing High School, Ewing NJ at a cost of \$12,461 for the 2012/2013 school year.

Action
Resolved

5. Approve Non-Public School Technology

Resolved that the SHBOE approve the application for the 2012/13 Non-public School Technology Initiative for St. Elizabeth school in the amount of \$3003.00.

Action
Resolution

6. Approve Fund Raisers*

Resolved, that the Somerset Hills Board of Education approve the following fund raisers:

School	Event	Date
a) BHS Mountaineer Booster Club (Athletic Programs)	SAT Boot Camp	09/29/2012
b) BHS Boys Basketball	Evening of Food/Music St. Brigid's Hall Peapack, NJ	11/03/2012
c) Field Hockey	Dinner at Claremont Tavern	10/03/2012
d) Fencing Parents Association	Raffle IPAD	11/26/2012 03/10/2013

Action
Resolution

7. Approve B.H.S. Student*

Resolved, that the Somerset Hills Board of Education approve student #2013214 to attend Bernards High School for the 2012/2013 school year.

Curriculum

Committee Report & Discussion

Mrs. Palazzolo gave a report on the Committee meeting of September 11, 2012.

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. Resolution 2 (d) was approved by a roll call vote of 7-0-1. Mr. Baker abstained.

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) Old Barracks Museum & N.J. State House Trenton, NJ 4 th Grade	10/15/12 10/19/12	157	11	25
BES	b) Riamede Farm Chester, NJ SHSD/Bedminster MD Class	10/17/12	7	8	Nurse
BES	c) Strike 'n Spare Lanes Greenbrook NJ SHSD/Bedminster MD Class	11/29/12	8	6	Nurse
BHS	d) FDU – Regional Program Florham Park, NJ Special Ed Students	10/24/12	10	1-2	0
BHS	e) Liberty Science Center Jersey City, NJ Anatomy & Physiology Classes	05/20/13	46	3	0
BHS	f) Geraldine Dodge Poetry Festival Student Day NJPAC Newark NJ Selected/Interested Students	10/12/12	18	3	0
BHS	g) Fall Yearbook Workshop Morristown Beard HS Morristown, NJ	10/18/201 2	2	2	0
BMS	h) High Note Music Festival Calvary Temple Allentown, PA	05/10/201 3	150	4	30

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) Colicchio, Andrea	New Jersey Annual Autism Conference	\$250.00	10/12/12
BES	b) McCarron, James	Art Educators of New Jersey Annual Conference	\$170.00	10/1-10/2/12
BHS	c) Dooley, Meghan	The New Section 504	\$50.00	9/20/12

Olcott	d) Baker, Robert	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	e) Hunter, Nancy	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	f) Kragie, Linda	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	g) Miller, Peter	NJ School Board Conference	Est. cost \$446.00	10/23-25/12
Olcott	h) Walls, Barbara	American Association of School Personnel Administration Annual Conference	\$2,403.72	10/30- 11/3/12
Olcott	i) Walls, Barbara	Contract Administrators, Seniority, RIF and Tenure	\$120.00	02/08/13
Olcott	j) Walls, Barbara	EE4NJ What Does the Future Hold	\$120.00	11/16/12
Olcott	k) Young, Charles	NJ School Board Conference	Est. cost \$446.00	10/23-25/12

Facilities & Operations

Committee Report & Discussion

Mr. Palma reported that the Committee met on September 17, 2012 and gave the report.

Action Items

Mr. Palma moved Facilities & Operations resolutions 1-2, seconded by Mrs. Palazzolo. Resolution 1-2 were approved by a roll call vote of 8-0.

Action 1. **Approval of Canine Therapy Dog***

Resolution Resolved, that the Somerset Hills Board of Education approve the following individual and dog to provide Canine Therapy for all schools in the Somerset Hills School District for the 2012-2013 school year:

Student ID#	Provider	Location
All students	Barbara Baker (owner) & Ariel (dog)	Bernardsville, NJ

Action 2. **Approve Safety and Security Plan***

Resolution Resolved, that the Somerset Hills Board of Education approve the 2012 School Safety and Security Plan, on file in the Office of the Superintendent.

Policy

Committee Report

None

Action Items

Mr. Palma moved Policy resolutions 1-3, seconded by Mrs. Hawkins. Resolutions 1-3 were approved by a roll call vote of 8-0.

Action Resolution 1. Approve Second Reading Policy #2363 Pupil Use of Privately Owned Technology – New
Resolved, that the Somerset Hills Board of Education approve the second reading of Policy #2363 Pupil Use of Privately Owned Technology – New.

Action Resolution 2. Approve Second Reading Policy #3282 Use of Social Networking Sites – New
Resolved, that the Somerset Hills Board of Education approve the second reading of Policy #3282 Use of Social Networking Sites – New.

Action Resolution 3. Approve Second Reading Policy #4282 Use of Social Networking Sites-New
Resolved, that the Somerset Hills Board of Education approve the second reading of Policy #4282 Use of Social Networking Sites-New.

Personnel

Committee Report

Mrs. Hawkins reported that the Committee met on September 18, 2012.

Mr. Miller acknowledged the retirement of Marilyn Foote and thanked her for 31 years of dedicated service to the district.

Action Items

Mrs. Hawkins moved Personnel resolutions 1-26, seconded by Mr. Palma. Resolutions 1-26 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 Bus Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Sandra Bradley, part time bus paraprofessional, at an hourly rate of \$18.00 (not to exceed 25 hours per week) effective September 5, 2012. (Vail)

Action Resolution 2. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Lauren Settembrino, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 5.25 hours per week) effective September 5, 2012. (new)

Action Resolution 3. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Cristina Terraglia, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective September 5, 2012. (Anelli)

Action Resolution 4. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Ingris Bedoya, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective September 5, 2012. (K. Grant)

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- Action 5. Approve Appointment of Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Tabitha Gansler, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective September 10, 2012. (Khurdan)
- Action 6. Approve Appointment of Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Dianne Schaeffer, part time special education paraprofessional, (not to exceed 25 hours per week), Step 1B, at an hourly rate of \$14.91 effective September 5, 2012. (Cummings)
- Action 7. Approve Appointment of Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Nicole Malson, part time special education paraprofessional at Bedminster School (out of district placement), Step 1B, at an hourly rate of \$14.91 effective September 5, 2012. (Vona)
- Action 8. Approve Appointment of Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Erika Werner, full time special education paraprofessional, Step 1B, at an hourly rate of \$14.91, effective September 5, 2012. (Murphy)
- Action 9. Approve Appointment of Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Athena Helriegel, full time special education paraprofessional, Step 1B, at an hourly rate of \$14.91, effective September 5, 2012. (Huschke)
- Action 10. Approve Appointment of Regular Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Rebecca McMichael, regular paraprofessional, Step 1B, at an hourly rate of \$14.23 (not to exceed 10 hours per week) effective September 5, 2012. (Mahlik)
- Action 11. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Marc Maratea, part time special education paraprofessional effective August 30, 2012.
- Action 12. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Brian Rennalls, part time special education paraprofessional effective September 12, 2012.
- Action 13. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Karen Jackson, Bernardsville Middle School math teacher effective November 2, 2012.
- Action 14. Accept Retirement*

Resolution Resolved, that the Somerset Hills Board of Education accept the retirement of Marilyn Foote, Bernards High School secretary, effective November 1, 2012, with thanks for 31 years of service to the district.

Action 15. Rescind Appointment

Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of Kaitlyn Vona, part time special education paraprofessional.

Action 16. Rescind Appointment

Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of Diane Wanko, full time special education paraprofessional.

Action 17. Rescind Appointment

Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of Ingris Bedoya, part time special education paraprofessional effective September 7, 2012.

Action 18. Rescind Appointment

Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of Ilona Coheleach as a bus paraprofessional.

Action 19. Approve Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Spadaccini, Jianna	Student Activities Coordinator 50%	\$974
Spangler, Franklin	Robotics	\$2,671
Weltler, Todd	Drama Fall Set Construction	\$1,500
Weltler, Todd	Musical Spring Set Construction	\$1,500

Action 20. Approve Bus Duty

Resolution Resolved, that the Somerset Hills Board of Education approve Shane Porter for bus duty at Bernardsville Middle School effective September 24, 2012 at a per diem rate of \$29, for the 2012-2013 school year.

Action 21. Approve Appointment of Writing Lab Proctors

Resolution Resolved, that the Somerset Hills Board of Education approve Melissa Sorge and Patricia McMillan as proctors for the middle school writing lab, 1 day per week each, at an hourly rate of \$58.24, effective October 1, 2012 through May 30, 2013.

Action 22. Approve Administrative Internship Study*

Resolution Resolved, that the Somerset Hills Board of Education approves the following administrative internship and field study:

<u>Name</u>	<u>College</u>	<u>School</u>	<u>Dates</u>
Fox, Lindsay	Montclair University	BHS	2012-2013 school year

- Action 23. Approve Appointment of Substitutes*
Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2012-2013 school year:

Name	Substitute Position	Certificate
a) Armise, Luizette	Teacher/Paraprofessional	Certificate of Eligibility
b) Black, Raphael	Custodian	n/a
c) Callahan, Kathleen	Teacher/Paraprofessional/Secretary	Standard
d) Constantinou, Jacqueline	Teacher/Paraprofessional	Substitute Credential
e) Fetzer, Jean	Bus Driver	Commercial Driver License
f) Gansler, Tabitha	Teacher/ Paraprofessional	CEAS
g) Krumbiegel, Clarissa	Paraprofessional	Substitute Credential
h) Mutillo, Paul	Technology	n/a
i) Pike, Max	Technology	n/a
j) Pooler, Gregory	Teacher	Substitute Credential
k) Rokicki, Bolko	Technology	n/a
l) Roman, Beverly	Teacher/Paraprofessional	Standard
m) Schaefer, Dianne	Teacher/ Paraprofessional	Substitute Credential
i) Settembrino, Lauren	Teacher/Paraprofessional	Standard
j) Terraglia, Cristina	Teacher/Paraprofessional	CEAS
k) Valatkavage, Debora	Teacher/Paraprofessional/Secretary	Substitute Credential
l) Gianni, Nancy	Teacher/Paraprofessional	CEAS
m) Surman, Nicolena	Teacher	Substitute Credential
n) Wolensky, Matthew	Teacher/Paraprofessional	CEAS

- Action 24. Approve Appointment of Special Education Paraprofessional
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Nancy Gianni, part time special education paraprofessional (not to exceed 25 hours per week), Step 1B, at an hourly rate of \$14.91, effective September 17, 2012. (new)

- Action 25. Approve Girls on Track Coaches
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Girls on Track coaches at the Bernardsville Middle School, at an hourly rate of \$58.24, beginning September 21, 2012 for 10 weeks:
 DeTrollo, Karen 2 sessions weekly
 Malwitz, Carrie 2 sessions weekly
 (Funded by the Municipal Alliance Committee)

- Action 26. Approve Appointment of Volunteer
Resolution Resolved, that the Somerset Hills Board of Education approve the following volunteer position for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Rigler, Meaghan	Girls on Track	Volunteer

Neighborhood Relations

No report.

Community Relations

No report.

Supplementary Matters**Public Questions & Comments**

None

Adjournment

Mr. Palma moved to adjourn the meeting at 8:40 p.m., Ms. Goetz seconded the motion. 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.**