

**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING AGENDA – DECEMBER 10, 2014**

**EXECUTIVE SESSION – 6:30 P.M.
PRINCIPAL’S CONFERENCE ROOM AT BERNARDS HIGH SCHOOL**

**PUBLIC INPUT & ACTION MEETING – 7:30 P.M.
BERNARDS HIGH SCHOOL**

I. Call to Order

II. Roll Call

III. Executive Session

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.

IV. 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.

V. Pledge of Allegiance

VI. Correspondence

VII. Report of the Superintendent

1. Presentation of Audit – Warren Korecky of Supplee Clooney & Co.
2. Results of District Testing – Grant Kolmer & Jen Shouffler

3. Student/Staff Recognition
 - Emma Grey – Selected to the U.S. Army All-American Marching Band
4. Academic Report

VIII. Public Questions & Comments

We very much welcome input from the public. Public comments are welcome at this time on any agenda item. Towards the end of the meeting there is a second public forum on any topic. Please state your name and address. Comments are limited to three minutes, but an individual may speak a second time after all others who wish to speak on the topic have been heard. Please understand that our public forums are not structured as question and answer sessions, but are offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, the Board President or Superintendent may address the comment. In accordance with New Jersey Statute, the Board will not discuss matters regarding specific personnel. Public Questions and Comments will be limited to 30 minutes. Thank you for your input.

IX. Approval of Minutes

Action Resolution

1. Approval of Minutes
Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for November 19, 2014.

X. Finance

- A. Committee Report & Discussion:
- B. Action Items:

Action Resolution

1. Board Secretary & Treasurer Reports & Board Certification*
WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of October 2014 of showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$5,318,208.00	\$5,318,208.00
(20) Special Revenue Fund	(\$35,611.85)	(\$35,611.85)
(30) Capital Projects Fund	\$321,570.84	\$321,570.84
(40)Debt Service Fund	(\$134,573.21)	(\$134,573.21)
Total Government Funds	\$5,469,593.78	\$5,469,593.78

(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 2014-2015 Budget Transfers*

Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for October, 2014.

Action 3. Payment of Bills*

Resolution WHEREAS, the Board Secretary has presented a check register dated November 2014 covering check numbers 32646 to 32777 in the amount of \$3,732,882.09 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	\$3,608,694.89
(20) Special Revenue Fund	\$52,482.53
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$71,704.67
TOTAL	\$3,732,882.09

Action 4. Acceptance of 2013-2014 Audit *

Resolution WHEREAS, the Somerset Hills Board of Education engaged the firm of Suplee, Clooney & Company to conduct a yearly audit of the district's financial records; and

Whereas the firm audited these records for the 2013-2014 school year;

NOW THEREFORE BE IT RESOLVED that the minutes reflect that the Somerset Hills Board of Education reviewed the 2013-2014 Audit Report, acknowledges the following recommendations; and

BE IT FURTHER RESOLVED that the Board Secretary be directed to file the necessary reports with the State Department of Education.

Recommendations:

- An analysis of the balance on account in the Payroll Agency account be maintained

Action 5. Approve Corrective Action Plan*

Resolution Resolved, that the Somerset Hills Board of Education approve the Corrective Action Plan for the 2013-2014 Audit.

Recommendation Number	Corrective Action to be Approved by the Board	Mention of Implementation	Person Responsible for Implementation	Completion Date of Implementation
13/14-1	That the District maintain an analysis of the balance on account in the Payroll Agency account.	The Business Administrator will review the analysis of the Payroll Agency account, prepared by the payroll clerk, on a quarterly basis.	Business Administrator	June 2015

Action Resolution

6. Approve Health Insurance Carrier

Resolved, that the Somerset Hills Board of Education make the following changes to its group insurance programs effective 2/1/15:

- Terminate the group medical insurance policy with Oxford Health Plans, Group Number SH18809.
- Select AmeriHealth Insurance Company of NJ, Inc. as our group medical insurance carrier, at the rates, benefits, terms, and conditions represented in their proposal dated 10/31/2014.
- Become a member of the Public Employer Trust, underwritten by AmeriHealth and managed by Brown & Brown Benefit Advisors, Inc. for the period 2/1/2015 through 6/30/2016.

Info Representatives from Brown & Brown Advisors and from AmeriHealth Insurance Company will be at the meeting to respond to any questions.

Action Resolution

7. Approve Non-Public Technology Order

Resolved, that the Somerset Hills Board of Education approve a technology order for Far Hills County Day School in the amount of \$11,648.

Action 1. Resolution

8. Approve Parent Organization Fund Raisers

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

Organization	School	Event	Date
a) Boys Lacrosse Booster	BHS	Selling Cookie Dough	Selling through 12/22/14
b) Boys Lacrosse Booster	BHS	Dinner, Band with raffle prizes	1/31/15

XI. Curriculum

A. Committee Report & Discussion:

B. Action Items:

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
a) BHS	Anatomy & Physiology classes- Liberty Science Center	5/29/15	60	2	4

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
a) BES	Berardi, Anne	School Nurses Conference	\$375.85	3/27/15
b) BES	Fischer, Susan	Teachers College	0	2/24/15
c) BES	McCarron, Jim	Teachers College	\$15.75	1/7/15
d) BES	Nigro, Rebecca	Teachers College	\$40.08	12/18/14
e) BES	Noonan, Mark	Teachers College	\$128.63	1/7/15
f) BHS	Garay, Janet	Bilingual ESL Workshop	0	12/5/14
g) BHS	Janosko, Ashley	Director of Guidance Meeting	0	11/14/14
h) BMS	Alfieri, John	Morris County Principal's Roundtable- ½ day	0	11/25/14
i) BMS	DeAngelo, Stephanie	Foreign Language Educators of NJ	\$207.28	2/27/15
j) BMS	Kelly, Shawn	Morris County Principal's Roundtable- ½ day	0	11/25/14
k) District	Kolmer, Grant	Nat'l Council of Teachers of Math	\$1142.00	4/15-18/ 15
l) District	Kolmer, Grant	Joint Curriculum Directors meeting	0	12/15/14
m) District	Kolmer, Grant	Techspo	\$687.00	1/29-30/ 15
n) District	Prunty, Mark	Techspo	\$674.00	1/29-30/ 15

Action 3. HIB ReportResolution Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on December 11, 2014 and upheld the findings and/or consequences recommended by the superintendent.**XII. Facilities & Operations**

A. Committee Report & Discussion:

B. Action Items:

Action 1. Participation in the Sustainable Jersey for Schools Certification Program

Resolution

Resolved, that the Somerset Hills Board of Education approve participation in the Sustainable Jersey for Schools Certification Program:

Whereas—The Somerset Hills Board of Education seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

Whereas—The Somerset Hills Board of Education and District Superintendent seek to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

Whereas—Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

Whereas—Many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.;

Whereas—Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

Whereas—The Somerset Hills Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools.

Whereas—Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

Whereas—The Somerset Hills Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

Therefore, it is resolved that the Somerset Hills Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district.

We hereby appoint Nancy Lee Hunter to be the district’s liaison to Sustainable Jersey for Schools.

We do hereby recognize Somerset Hills Public Schools: Bedwell Elementary School, Bernardsville Middle School, Bernards High School, as the agent to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for Schools actions.

We agree to complete district actions and to support the district's schools in completing their actions.

Action
Resolution

2. Resolution to Join the National Joint Powers Alliance

Resolved, that the Somerset Hills Board of Education join the National Joint Powers Alliance:
Whereas, the NJPA is created by Minnesota Statute 123A.21 as a service cooperative (with membership further defined in M.S. 471.59) to serve cities, counties, towns, public or private schools, political subdivisions of Minnesota or another state, any agency of the State of Minnesota or the United States including instrumentalities of a governmental unit and all non-profits; and
Whereas, NJPA's purpose as defined in M.S. 123A.21 is to assist in meeting specific needs of clients which could be better provided by NJPA than by the members themselves; and
Whereas, the NJPA Board of Directors has established the ability for an "Applicant" desiring to participate in NJPA contracts and procurement programs to become a Participating Member; and
Whereas, the NJPA Board of Directors has determined that Participating Members will have no financial or organizational liability to NJPA or to its organization activities;
Now Therefore, it is hereby stipulated and agreed that the Somerset Hills Board of Education desires to be a Participating Member of NJPA with contract purchasing benefits, in accordance with terms and conditional of the applicable contract(s), and that NJPA hereby grants said Membership to the Somerset Hills Board of Education.

XIII.

Policy

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution

1. First Reading

Resolved, that the Somerset Hills Board of Education approve the first reading of the following policies and regulations: (attachment)

#	Title
Policy 5306	Health Services to Nonpublic Schools (M)
Regulation 5306	Health Services to Nonpublic Schools (M)
Policy 5308	Student Health Records (M)
Policy 5310	Health Services (M)
Regulation 5310	Health Services (M)
Policy 5339	Screening For Dyslexia (M)
Policy 5530	Substance Abuse (M)
Regulation 5530	Substance Abuse (M)
Policy 5600	Student Discipline/Code of Conduct (M)
Regulation 5600	Student Discipline/Code of Conduct (M)
Policy 5756	Transgender Students
Policy 8505	Wellness Policy/Nutrient Standards for Meals and Other Foods (M)

- Action Resolution 2. Second Reading and Adoption.
Resolved, that the Somerset Hills Board of Education approve the second reading and adoption of the following policies and regulations: (attachment)

#	Title
a) Policy 2412	Home Instruction Due to Health condition (M)
b) Regulation 2412	Home Instruction Due to Health Condition (M)
c) Policy 2417	Student Intervention and Referral Services (M)
d) Regulation 2417	Student Intervention and Referral Services (M)
e) Policy 2481	Home or Out-if-School Instruction for a General Education Student for Reasons Other than a Temporary or Chronic Health Condition (M)
f) Regulation 2481	Home or Out-if-School Instruction for a General Education Student for Reasons Other than a Temporary or Chronic Health Condition (M)
g) Policy 5200	Attendance (M)
h) Regulation 5200	Attendance (M)
i) Policy 5610	Suspension (M)
j) Regulation 5610	Suspension (M)
k) Policy 5611	Removal of Students for Firearms Offenses (M)
l) Regulation 5611	Removal of Students for Firearms Offenses (M)
m) Policy 5612	Assaults on District Board of Education Members or Employees (M)
n) Regulation 5612	Assaults on District Board of Education Members or Employees (M)
o) Policy 5613	Removal of Students for Assaults with Weapons Offense (M)
p) Regulation 5613	Removal of Students for Assaults with Weapons Offense (M)
q) Policy 3283	Electronic Communications Between Teaching Staff Members and Students (M)
r) Policy 4283	Electronic Communications Between Support Staff Members and Students (M)
s) Policy 8462	Reporting Potentially Missing or Abused Children (M)
t) Regulation 8462	Reporting Potentially Missing or Abused Children (M)

XIV. Personnel

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

- Action Resolution 1. Approve Appointment
Resolved, that the Somerset Hills Board of Education approve the appointment of the following certified staff for the 2014-2015 school year:

Name	School	Position	Replacement/ New	Level	Step	Salary	Effective Date
a) Jones, Catherine	BHS/BMS	ESL	New	MA+15	4-5	\$61,335	1/22/15

Action 2. Approve Appointment

Resolution Resolved, that the Somerset Hills Board of Education approve the appointments of the following non-certified staff for the 2014-2015 school year:

Name	School	Position	Replacement/ New	Level	Step	Salary	Effectiv e Date
a) Hutchins , April	BES	Special Education Paraprofessional	(Zambito)	n/a	1B	\$15.13/ hour	12/1/14
b) Koczot, Linda	BES	Special Education Paraprofessional	(Herrera)	n/a	1B	\$15.13/ hour	12/1/14
c) Donovan , Casey	BES	Bus Paraprofessional	new			\$18/hour	12/1/14

Action 3. Approve Appointment

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Mark Prunty Technology Manager, formerly Interim Technology Manager, effective 1/2/15 for the 2014-2015 school year.

Action 4. Approve Appointment

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Rickey Saez Assistant Technology Manager, formerly Assistant Interim Technology Manager, effective 1/2/15 for the 2014-2015 school year.

Action 5. Approve Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2014-2015 school year.

Position	School	Person Recommended	Stipend
Huemer, Jackson	BHS	Fencing Assistant	\$5,277

Action 6. Amend Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education amend the following co-curricular positions for the 2014-2015 school year.

Position	School	Person Recommended	Stipend
Winter Track: Assistant	BHS	David Szostak	\$4,631

Action 7. Approve Overload

Resolution Resolved, that the Somerset Hills Board of Education approve the following overload for the 2014-2015 school year.

Teacher	Subject	Overload	Length	Salary
Gray, Paula	Mathematics	5 periods	12/1/14 – 6/30/15	\$17,726

Action 8. Approve Volunteer

Resolution Resolved, that the Somerset Hills Board of Education approve the following volunteers for the 2014-2015 school year:

Name	Volunteer	Certificate
a) Hammond, Joshua	Fencing	Substitute Credential
b) Koch, Kevin	Wrestling	Standard

Action 9. Approve Field Hours

Resolution Resolved, that the Somerset Hills Board of Education approve the following field hours for the 2014-2015 school year:

University Student	Class	Hours	University/Program	Dates
a) Meghan Hansen	Grade 2: Holly Jongema/Debbie Rokosky	25 hours	Monmouth University	Spring 2015
b) Meghan Hansen	Kindergarten: Lin Jastrabek	20 hours	Monmouth University	Spring 2015

Action 10. Amend Parenthood Leave

Resolution Resolved, that the Somerset Hills Board of Education amend the following parenthood leave end date:

Name	School	Position	Begin Date	End Date
McGinn, Jessica	BMS	Teacher – Phys Ed	9/1/13	6/30/15

Action 11. Approve Job Description

Resolution Resolved, that the Somerset Hills Board of Education approve the job description of the College and Career Specialist effective 12/11/14. (Attached)

XV. Supplementary Matters**XVI. Public Questions & Comments****XVII. Adjournment****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.