The Somerset Hills School District

PUBLIC INPUT & ACTION MEETING AGENDA – DECEMBER 16, 2009 EXECUTIVE SESSION – 5:30P.M.

PRINCIPALS CONFERENCE ROOM AT BERNARDS HIGH SCHOOL PUBLIC INPUT & ACTION MEETING – 7:30 P.M. THE COMMUNITY ROOM AT BERNARDS HIGH SCHOOL

I. Call to Order

II. 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 regular 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.

III. Roll Call

IV. <u>Executive Session</u>

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, Litigation and Contract matters.

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.

V. Pledge of Allegiance

VI. Correspondence

VII. Report of the Superintendent

- 1. Schools for Energy Efficiency (SEE) Program Mariel O'Brien
- 2. SHEF Grant Projects Presentation Mrs. Rokosky
- 3. Student/Staff Recognition

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. Thank you for your input.

IX. <u>Approval of Minutes</u>

Action 1. Approval of Minutes*

Resolution Resolved, that the Public Input & Action and Executive meeting minutes of November 18, 2009

be approved.

Action 2. Approval of Minutes*

Resolution Resolved, that the Public Input & Action meeting minutes of December 2, 2009 be approved.

X. Finance

A. Committee Report & Discussion:

B. Action Items:

Action Resolution 1. <u>Board Secretary & Treasurer Reports & Board Certification*</u>

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of September, 2009 showing the following balances:

FUND	Board Secretary	Treasurer Cash	
	Cash Balance (1)	Balance (2)	
(10) General Fund	\$6,546,943.06	\$6,546,943.06	
(20) Special Revenue Fund	\$(357,149.28)	\$(357,149.28)	
(30) Capital Projects Fund	\$(731,911.68)	\$(731,911.68)	
(40)Debt Service Fund	\$(501,217.88)	\$(501,217.88)	
Total Government Funds	\$4,956,664.22	\$4,956,664.22	

(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 Resolution

. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of October, 2009 showing the following balances:

FUND	Board Secretary	Treasurer Cash
	Cash Balance (1)	Balance (2)
(10) General Fund	\$6,810,928.87	\$6,810,928.87
(20) Special Revenue Fund	\$(333,832.28)	\$(333,832.28)
(30) Capital Projects Fund	\$(731,911.68)	\$(731,911.68)
(40)Debt Service Fund	\$(282,598.88)	\$(282,598.88)
Total Government Funds	\$5,462,586.03	\$5,462,586.03

(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 Resolution

3. <u>Board Secretary & Treasurer Reports & Board Certification*</u>

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of November, 2009 showing the following balances:

FUND	ND Board Secretary		
	Cash Balance (1)	Balance (2)	
(10) General Fund	\$7,459,353.61	\$7,459,353.61	
(20) Special Revenue Fund	\$(309,339.37)	\$(309,339.37)	
(30) Capital Projects Fund	\$(732,602.49)	\$(732,602.49)	
(40)Debt Service Fund	\$(5,159.88	\$(5,159.88	
Total Government Funds	\$6,412,251.87	\$6,412,251.87	

(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 Resolution

4. Approve 2009-2010 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of 2009-2010 budget transfers for September 2009.

Action Resolution

5. Approve 2009-2010 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of 2009-2010 budget transfers for October 2009.

Action

6. Approve 2009-2010 Budget Transfers*

Resolution Resolved that the Somerset Hills Board of Education approves the attached list of 2009-2010 budget transfers for November 2009.

Action Resolution

7. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated September, 2009 covering check numbers 19649 to 19350 in the amount of \$ 6,016.00 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	\$740.00
(20) Special Revenue Fund	\$5,276.00
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$6,016.00

Action Resolution

8. <u>Payment of Bills*</u>

WHEREAS, the Board Secretary has presented a check register dated October, 2009 covering check numbers 19351 to 19352 in the amount of \$2,104,320.79 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	\$2,095,822.79
(20) Special Revenue Fund	\$8,498.00
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$2,104,320.79

Action Resolution

9. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated November, 2009 covering check numbers 19353 to 19359 in the amount of \$2,243,303.14 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	\$2,181,327.55
(20) Special Revenue Fund	\$9,987.09
(30) Capital Projects Fund	\$690.81
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$51,297.69
TOTAL	\$2,243,303.14

Action Resolution

10. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated December, 2009 covering check numbers 19360 to 19550 in the amount of \$1,403,488.33 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	\$1,113,775.89
(20) Special Revenue Fund	\$57,294.72
(30) Capital Projects Fund	\$232,417.72

(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$1,403,488.33

Action

11. Approve Morris Union Jointure Commission Contract

Resolution Resolved, that the Somerset Hills Board of Education approves a contract with Morris Union Jointure Commission to provide occupational therapy services for the 2009-2010 school year.

Action

12. Approve Morris County Educational Services

Resolution Resolved, that the Somerset Hills Board of Education approves a contract with the Morris County Educational Services Commission to provide home instruction services for the 2009-2010 school year.

Action

13. <u>Approve Educational Services*</u>

Resolution Resolved, that the Somerset Hills Board of Education approve educational services for student #2011604 to Daytop, Mendham, NJ at a cost of \$108.00 per day for the 2009-2010 school year.

XI. <u>Curriculum</u>

A. Committee Report & Discussion:

B. Action Items:

Action Resolution 1. <u>Approve Field Trips*</u>

Resolved, that the Somerset Hills Board of Education approve the following field trips:

			# of	# of	# of
School	Trip	Date(s)	Students	Faculty	Chaperone
School	1114	Date(s)	Students	1 acuity	s
BHS	a)BHS Orchestra Music	4/22/10-	15	2	0
2115	Performance	4/27/10	10	_	
	Anaheim, CA				
BHS	b)Mock Trial Team	1/5/10	15	2	0
	Competition	1/7/10		_	
	Somerville Courthouse,				
	Somerville, NJ				
BHS	d)Eastern Track Meet	2/23/10	12	3	0
	BHS Winter Track Team				
	NYC Armory, NY				
BHS	e)Skyland Conference Track	1/30/10	40	3	0
	Meet				
	BHS Winter Track Team				
	Lehigh University				
	Bethlehem, PA				
BHS	f)Hispanic Games Track	1/9/10	22	3	0
	Meet				
	BHS Winter Track Team				
	NYC Armory, NYC				
BHS	g)Somerset County Track	12/30/09	40	3	0
	Team				
	BHS Winter Track Team				
	Lehigh University				

Bethlehem PA			

Action Resolution

2. <u>Approve Professional Development*</u>

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

School	Name	Workshop/Conference	Est. Cost	Date
BES	a) Davitt, Roberta	Strategies for Enhancing Skills as a	\$199.00	1/19/10
		School Nurse		
BHS	b) DeRoberts,	Theories & Applications of	\$142.50	1/8/10
	Theresa	Integrating Language and Culture		
BES	c) Fulton, Cynthia	Six Traits Writing & Mini Lessons	\$199.00	1/27/10
BMS	d) Jackson, Karen	True Colors: Creating a Real	\$80.00	2/10/10
		Student Centered Classroom		
BMS	e) MacGorman,	What's New in Young Adult	\$209.79	1/13/10
	Kristen	Literature		
BHS	f) Oswald,	What's New in Young Adult	\$199.00	1/13/10
	Jacqueline	Literature		
BES	g) Schessler, Karen	Six Traits Writing & Mini Lessons	\$199.00	1/27/10
BES	h) Sombers, Diana	SMART Board Basics, K-12	\$110.00	12/17/09
BES	i) Weber-Hummel,	Increasing Language in Students	\$110.00	2/4/10
	Lisa	with Autism		

Action

3. Approve B.H.S and B.M.S Course Name Change*

Resolution

Resolved, that the Somerset Hills Board of Education approve course title change for BHS and BMS Skills Improvement Program (S.I.P) to Academic Support Instruction (A.S.I) for the 2010-2011 school year.

Action

4. Approve BHS English Textbook*

Resolution

Resolved, that the Somerset Hills Board of Education approve BHS English textbook for use in for the 2010-2011 school year:

Holt Warriners Traditions Handbook-Fourth Course (2009)

Publisher: Holt

Action

5. Adopt BMS Curriculum & BMS/BES Matrices

Resolution

Resolved, that the Somerset Hills Board of Education adopt BMS curriculum and BMS/BES matrices as per NJQSAC requirements for the 2009-2010 school year.

XII. <u>Facilities & Operations</u>

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

Action

1. <u>Approval of Change Order*</u>

Resolution

Resolved, that the Somerset Hills Board of Education approve the following change order #1 for BHS Parking Lot and Running Track Improvements to American Athletic Courts, Inc. in the amount of \$46,550 for replacing storm drain pipe under track.

Action 2. SDA Grant Agreement for Gym Lighting Project – B.H.S.*

Resolution

Resolved, that the Somerset Hills Board of Education authorize the execution and delivery of the Grant Agreement with the NJ School Development Authority for new gym lighting at Bernards High School in the amount of \$25,920 (Grant #G5-3909).

<u>Action</u>

3. SDA Grant Agreement for Gym Lighting Project – BMS

Resolution

Resolved, that the Somerset Hills Board of Education authorize the execution and delivery of the Grant Agreement with the NJ School Development Authority for new gym lighting at Bernardsville Middle School in the amount of \$15,778 (Grant #G5-3911).

Action

4. SDA Grant Agreement for Gym Lighting Project – BES

Resolution

Resolved, that the Somerset Hills Board of Education authorize the execution and delivery of the Grant Agreement with the NJ School Development Authority for new gym lighting at Bedwell Elementary School in the amount of \$10,986.80 (Grant #G5-3910).

XIII.

A. Committee Report & Discussion:

B. Action Items:

Policy

Action

1. Adoption Policy #5200 Attendance (M) - Revision

Resolution

Resolved, that the Somerset Hills Board of Education approve the adoption of Policy #5200 Attendance (M).

Action

2. <u>First Reading Policy #2415.03 Highly Qualified Teachers (M) – Revised</u>

Resolution

Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #2415.03 Highly Qualified Teachers (M) – Revised.

Action

3. First Reading Policy #2423 Bilingual and ESL Education (M) – Revised

Resolution

Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #2423 Bilingual and ESL Education (M) – Revised.

Action

4. First Reading Policy #3240 Professional Development (M) – Revised

Resolution

Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #3240 Professional Development (M) – Revised.

Action Resolution

5. <u>First Reading Policy #3431.3 New Jersey's Family Leave Insurance Program – New</u>

Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #3431.3 New Jersey's Family Leave Insurance Program – New.

Action

6. First Reading Policy #4431.3 New Jersey's Family Leave Insurance Program – New

Resolution

Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #4431.3 New Jersey's Family Leave Insurance Program – New.

XIV.

Personnel

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action

1. Approve Extension of Parenthood Leave

Resolution

Resolved, that the Somerset Hills Board of Education approves the parenthood leave extension for Jessica McGinn from February 1, 2010 to April 4, 2010.

Action

2. Approve Extension of Leave Replacement Teacher

Resolution Resolved, that the Somerset Hills Board of Education approves the Physical Education Leave

Replacement extension for Dianna Horvath at Bernardsville Middle School, from January 29,

2010 to April 4, 2010 (McGinn).

Action

3. Approval of Parenthood Leave

Resolution

Resolved, that the Somerset Hills Board of Education approves a parenthood leave for Elizabeth St. Ours, Physical Education Teacher at Bernardsville Middle School, effective April 5, 2010 through June 30, 2010.

<u>Action</u>

4. Approval of Leave Replacement Physical Education Teacher

Resolution

Resolved, that the Somerset Hills Board of Education approves the appointment of Dianna Horvath, Leave Replacement Physical Education Teacher at Bernardsville Middle School, Level BA, Step 1, at an annual salary of \$50,230, effective April 5, 2010 through June 30, 2010 (St. Ours).

<u>Action</u>

5. Approval of Mentor

Resolution

Resolved, that the Somerset Hills Board of Education approves the following staff member as a mentor for a new teacher for the 2009-2010 school year:

(Dianna Horvath)

BMS

Elizabeth St. Ours (2nd semester)

Action

6. Approval of Field Placements and Student Teachers

Resolution

Resolved, that the Somerset Hills Board of Education approves the following field placement and student teachers:

	<u>College</u>	<u>Dates</u>	<u>School</u>
Dana Henderson	Fairleigh Dickinson	2/1/10-2/26/10	BES
Jonathan Normoyle	Westminster College	1/25/10-4/30/10	BMS
4 students	Rutgers	2/10 (4 visits)	BES
4 students	Rutgers	2/10 (9 visits)	BES
1 student	Rutgers	2/10 (10 visits)	BMS
7 students	Rutgers	2/10 (4 visits)	BMS

Action

7. Approval of Writing Lab Proctors*

Resolution

Resolved, that the Somerset Hills Board of Education approves the following Writing Lab proctors, at an hourly rate of \$55.76, not to exceed a total per school of two hours per week for the 2009-2010 school year:

Middle School
Kristene Both
Valerie Tchorz
Rachel Felter
Mark Reinman
Jeff Falzarano

<u>Action</u>

8. Approval of Job Descriptions

Resolution

Resolved, that the Somerset Hills Board of Education approves the following job descriptions:

- a) Accounts Payable Clerk
- b) Assistant Board Secretary
- c) Assistant Principal Elementary
- d) Assistant Principal High School Athletics
- e) Assistant Principal High School Curriculum

- f) Assistant Principal Middle School
- g) Attendance Officer
- h) Bookkeeper/Secretary
- i) Director of Curriculum
- j) Director of Guidance K-12
- k) Director of Special Services
- 1) Principal
- m) School Security Officer

Action

9. Approval of Co-Curricular/Athletic Positions*

Resolution

Resolved, that the Somerset Hills Board of Education approve the following cocurricular/athletic positions:

Bernards High School

Courter Smith \$2,480 (50%) Asst. AD: Winter (50%) \$2,480 (50%) Jeff Falzarano Asst. AD: Winter (50%) Carl Porambo Winter Track: Assistant (50%) \$2,159 (50%) Winter Track: Assistant (50%) \$2,159 (50%) Charles Johnson Grant Way Men's Basketball Volunteer Tim Palek Men's Basketball Volunteer Ryan Davidson Wrestling Volunteer

Action

10. Approval of Substitutes*

Resolution

Resolved, that the Somerset Hills Board of Education approves the following substitutes for the 2009-2010 school year:

Teacher

Sherry McKeever
Brian Swayne
Abigail Way
Abigail Kean
Sub Certificate
Sub Certificate
Sub Certificate
Sub Certificate

Melanie Mercogliano CE

Paraprofessional
Sherry McKeever
Brian Swayne
Abigail Kean

Melanie Mercogliano

XV. Neighborhood Relations
XVI. Community Relations
XVII. Supplementary Matters

XVIII. Public Questions & Comments

XIX. 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 of 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.