
The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING AGENDA – OCTOBER 12, 2011
EXECUTIVE SESSION – 6:30P.M.
PRINCIPAL’S 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 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. 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.

V. Pledge of Allegiance

VI. Correspondence

1. Thank You – Dawn King
2. Thank You – Keith Kebel

VII. Report of the Superintendent

1. Presentation of Anti-Harassment, Intimidation and Bullying - Board Workshop
2. Annual Report of Violence and Vandalism
3. District Strategic Plan Status
4. State Assessment Report
5. 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. Approval of Minutes

Action
Resolution

1. Approval of Minutes*

Resolved, that the Public Input & Action and Executive session minutes of September 14, 2011 be approved.

X. Finance

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution

1. Board Secretary & Treasurer (1) Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of July, 2011 showing the following balances:

| FUND | Board Secretary Cash Balance (1) | Treasurer Cash Balance (2) |
|----------------------------|---|---------------------------------------|
| (10) General Fund | 3,095,126.65 | 3,095,126.65 |
| (20) Special Revenue Fund | (17,937.41) | (17,937.41) |
| (30) Capital Projects Fund | \$334,045.21 | \$334,045.21 |
| (40)Debt Service Fund | \$274,610.44 | \$274,610.44 |
| Total Government Funds | \$3,685,844.89 | \$3,685,844.89 |

(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 over expended 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. (1)Treasurer's Report to be hand delivered at meeting.

Action
Resolution

2. Board Secretary & Treasurer (1) Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of August, 2011 showing the following balances:

| FUND | Board Secretary Cash Balance (1) | Treasurer Cash Balance (2) |
|----------------------------|---|---------------------------------------|
| (10) General Fund | \$4,583,333.68 | \$4,583,333.68 |
| (20) Special Revenue Fund | \$20,344.33 | \$20,344.33 |
| (30) Capital Projects Fund | \$333,565.21 | \$333,565.21 |
| (40)Debt Service Fund | (\$152,167.15) | (\$152,167.15) |
| Total Government Funds | \$4,785,076.07 | \$4,785,076.07 |

(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 over expended 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. (1)Treasurer's Report to be hand delivered at meeting.

Action
Resolution

3. Approve 2011-2012 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for the months of July and August 2011.

Action
Resolution

4. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated September 14, 2011 covering check numbers 24105 to 24311 in the amount of \$1,892,343.32 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 | \$1,167,508.71 |
| (20) Special Revenue Fund | \$5,390.86 |
| (30) Capital Projects Fund | \$480.00 |
| (40) Debt Service Fund | \$718,104.25 |
| (60) Cafeteria Fund | \$859.50 |
| TOTAL | \$1,892,343.32 |

Action
Resolution5. Approve Out of District Placement*

Resolved, that the Somerset Hills Board of Education approve the following out of district placement for the 2011-2012 school year:

| Student ID# | Provider | Location |
|-------------|-----------------------------------|-----------------|
| 2013234 | Somerset Co Vo Tech –TOPS program | Bridgewater, NJ |

Action
Resolution6. Approve Flexible Spending Account*

Resolved, that pursuant to the requirements of NJPL 2011 Chapter 78, the Somerset Hills Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program effective January 1, 2012, as follows:

1. Pursuant to their proposal of September 15, 2011, the Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate AmeriFlex, LLC as the Board's FSA administrator.
2. The Board appoints Brown & Brown Benefit Advisors, Inc. as its FSA broker-of-record.
3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

XI.**Curriculum**

A. Committee Report & Discussion:

B. Action Items:

Action
Resolution1. 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) BHS Marching Band Jazz Ensemble Orchestra, Concert Band Disneyworld, Orlando, FL *please note: dates approved on 6/29/11 were 4/18-22/11 | 4/19/2012 to 4/23/2012 | 80 | 4 | 2 |
| BHS | b) Photo/ESL Classes Metropolitan Museum of Art NYC | 11/30/11 | 40 | 2 | 2 |
| BHS | c) AP European History Alexander Library Rutgers University New Brunswick NJ | 11/17/11 | 12 | 2 | 0 |
| BHS | d) Anatomy & Physiology Liberty Science Center Jersey City NJ | 5/9/2012 | 59 | 5 | 0 |
| BHS | e) AP/Honors Physics Bergen Community College | 11/12/11 | 23 | 2 | 0 |

| | | | | | |
|-----|--|---|----|---|---|
| | Paramus NJ | | | | |
| BHS | f) Guidance Rider University/TCNJ Trenton NJ | 11/11/11 | 12 | 2 | 0 |
| BHS | g) Guidance Scranton, King's & Wilkes | 11/10/11 | 12 | 2 | 0 |
| BHS | h) Guidance NJIT Newark NJ | 10/28/11 | 12 | 2 | 0 |
| BHS | i) Guidance Rutgers University New Brunswick NJ | 10/24/11 | 18 | 2 | 0 |
| BHS | j) Guidance Seton Hall University South Orange NJ | 10/21/11 | 18 | 2 | 0 |
| BHS | k) MSG Varsity Challenge MSG Studios, NYC | 11/8/11 | 35 | 3 | 0 |
| BHS | l) English III Class Bedwell Children's Books Project | 10/21/11 11/4/11 | 90 | 3 | 0 |
| BHS | m) AP Environmental Science Rutgers University New Brunswick NJ | 10/20/11 | 17 | 2 | 0 |
| BES | n) Multiple Disabled Class Hunterdon Wellness Center Whitehouse Station NJ | 10/21, 11/18, 12/16/11 1/20, 2/24, 3/16,4/20,5/ 18,6/15/12 | 3 | 3 | 0 |
| BES | o) Multiple Disabled Class Fosterfields Farm Morris Township NJ | 10/28/11 | 3 | 3 | 0 |

Action
Resolution

2. Approve Professional Development*

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

| School | Name | Workshop/Conference | Est. Cost | Date |
|--------|-----------------------|---|-----------|-----------------|
| BHS | a) Dooley, Megan | Dealing with Today's Girl Bullying & Relational Aggression | \$ 129.00 | 11/7/11 |
| BHS | b) Janosko, Ashley | Dealing with Today's Girl Bullying & Relational Aggression | \$ 183.22 | 11/7/11 |
| Olcott | c) Miller, Peter | Techspo 2012 | \$ 484.50 | 1/26 & 27/12 |
| Olcott | d) Walls, Barbara | Legal One: Supervision & | \$ 75.00 | 11/21/11 |

| | | | | |
|--|--|------------|--|--|
| | | Evaluation | | |
|--|--|------------|--|--|

Action Resolution documents. 3. Adopt Curriculum*
Resolved, that the Somerset Hills Board of Education adopt the following curriculum documents. All curriculum documents are on file in the Curriculum Office.

| | | |
|-------------------------------------|---------------------------------|-------------------------------|
| AP French | Revision- College Board Changes | Liz Whittle |
| Chemistry, Chemistry A, Chemistry H | Revision-2009 Standards | Joe Foglia/Christine Whitlock |
| Math Concepts | New Course- Full Yr | Nicole Drag/Lynda Burns |
| Conversational Spanish | New Course- Full Yr | Jeannette Bracero |
| Financial Literacy | Revision- Semester on-line | Jen Shouffler |
| Grade 3 Science | Revisions-2009 Standards | Jen Shouffler |
| Grade 4 Science | Revisions-2009 Standards | Jen Shouffler |

Action Resolution 4. Approve Bilingual/ESL Three Year Program Plan 2011-2014*
Resolved, that the Somerset Hills Board of Education approve the Bilingual/ESL Three Year Program Plan School Years 2011-2014, as attached.

Approve Resolution 5. Approve District Nursing Plan 2011-2012*
Resolved, that the Somerset Hills Board of Education approve the District Nursing Plan 2011-2012, as attached.

XII. Facilities & Operations

A. Committee Report & Discussion:

B. Action Items:

Action Resolution 1. Approve Comprehensive Maintenance Plan*
Resolved, that the Somerset Hills Board of Education approve the Comprehensive Maintenance Plan, as attached.

Action Resolution 2. Approval of 2010-2011 Violence and Vandalism Report*
Resolved, that the Somerset Hills Board of Education acknowledge receipt of the 2010-2011 Violence and Vandalism Report.

XIII. Policy

A. Committee Report & Discussion:

B. Action Items:

Action Resolution 1. First Reading Policy #3322 Staff Member's Use of Cellular Telephone (New)
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #3322 Staff Member's Use of Cellular Telephone.

Action 2. First Reading Policy #4322 Staff Member's Use of Cellular Telephones (New)

Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #4322 Support Staff Member's Use of Cellular Telephones

XIV. Personnel

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

Action 1. Approve Appointment of Long Term Substitute

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Gina Brusca, long term substitute at Bernardsville Middle School, Step 1, Level BA, at a per diem rate of \$259.00, effective September 22, 2011 through December 9, 2011. (LaCotta)

Action 2. Approve Appointment of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Kaitlyn Vona, part time special education paraprofessional at Bedminster School (out of district placement), Step 1B, at an hourly rate of \$14.91, 20 hours per week, effective September 22, 2011 for the 2011-2012 school year.

Action 3 Approve Appointment of Paraprofessional*

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Brian Rennalls, part time special education paraprofessional at Bernards High School, Step 1B, at an hourly rate of \$14.91, 17 hours, 30 minutes per week, effective October 3, 2011 for the 2011-2012 school year.

Action 4. Approve Appointment of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Caitlin Anelli, part time special education paraprofessional at Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 13 hours, 50 minutes per week, effective October 4, 2011 for the 2011-2012 school year.

Action 5. Approve Appointment of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Tracy Scerra, part time special education paraprofessional at Bernardsville Middle School, Step 1B, at an hourly rate of \$14.91, 19 hours, 10 minutes per week, effective October 4, 2011 for the 2011-2012 school year. (Cannici)

Action 6. Approve Appointment of College & Career Specialist*

Resolution Resolved, that the Somerset Hills Board of Education approves the appointment of Rebecca Labus, part time College & Career Specialist at Bernards High School, at an annual salary of \$30,000 (prorated) effective October 17, 2011.

Action 7. Accept Retirement*

Resolution Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Rita Taber, Secretary to the Assistant Superintendent/Personnel Assistant, effective January 1, 2012, with thanks for her 9 years of service to the district.

Action 8. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Nicole Cannici, part time special education paraprofessional at Bernardsville Middle School, 18 hours, 35 minutes per week, effective October 3, 2011.

Action 9. Accept Resignation
Resolution Resolved, that the Somerset Hills Board of Education accepts the resignation of Regina Geiger, part time special education paraprofessional at Bernardsville Middle School, 17 hours, 5 minutes per week, effective October 7, 2011

Action 10. Approval of Parenthood Leave
Resolution Resolved, that the Somerset Hills Board of Education approves a parenthood leave for Lisa Drew, social studies teacher at Bernardsville Middle School, beginning December 5, 2011 through April 6, 2012.

Action 11. Approval of Nurse Clerk Rate
Resolution Resolved, that the Somerset Hills Board of Education approves the nurse clerk rate of \$33.50 per hour for the 2011-2012 school year.

Action 12. Approve Salary Adjustment
Resolution Resolved, that the Somerset Hills Board of Education approves a salary adjustment for Melissa Jordan, part time nurse clerk at Bedwell Elementary School as follows, effective September 1, 2011: From: \$32.00/hour To: \$33.50/hour

Action 13. Approval of Curriculum Work*
Resolution Resolved, that the Somerset Hills Board of Education approves payment of 5 days of curriculum work for Elizabeth Whittle, at a cost of \$165/day.

Action 14. Approve Change in Hours for Special Education Paraprofessionals
Resolution Resolved, that the Somerset Hills Board of Education approves the following change in hours for special education paraprofessionals for the 2011-2012 school year:

| <u>Name</u> | <u>Location</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> |
|-------------------|-----------------|---------------|---------------|-----------------------|
| Regina Geiger | BMS/BE | 13 hrs/8 min | 17 hrs/5 min | 9/28/11 |
| Antonietta Natoli | BES/BMS | 13 hrs/25 min | 18 hrs/50 min | 9/27/11 |

Action 15. Approval of Classroom Observation*
Resolution Resolved, that the Somerset Hills Board of Education approves Abigail Stark, Sussex County Community College for 4 hours of classroom observation at Bernards High School (chemistry).

Action 16. Rescind Co-Curricular Position*

Resolution Resolved, that the Somerset Hills Board of Education rescind the following co-curricular position for the 2011-2012 school year:
High School
 Ashley Janosko Track & Field: Women's Assistant (Spring)

Action 17. Approval of Co-Curricular Position*
Resolution Resolved, that the Somerset Hills Board of Education approves the following co-curricular position for the 2011-2012 school year:

Bernardsville Middle School
 Gina Brusca Art Club (Oct. – Dec.) \$42/hour
 Brian Harlow Vocal Music Accompanist \$1,136
Bernards High School
 Brian Harlow Vocal Music Accompanist \$4,074
 Bryce Baldwin Football Volunteer

Action 18. Approval of Substitutes*
Resolution Resolved, that the Somerset Hills Board of Education approves the following substitutes for the 2011-2012 school year:

Teachers
 Caitlyn Anelli Sub Certificate
 Bryce Baldwin Sub Certificate
 Beth Donley Sub Certificate
 William Howard Standard
 Tracy Scerra Sub Certificate
 Brian Rennalls CEAS

Paraprofessional
 Clarissa Krumbiegel
 Caitlyn Anelli
 Tracy Scerra
 Brian Rennalls
 Anthony Colantuono
 Nancy Carle
 Geoffrey George
 Linda McMahon
Bus Paraprofessional
 Brian Rennalls
Custodians
 Maria Hernandez
 Tumminia Grimaneza

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 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.**