
The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – SEPTMEBER 21, 2016

Call to Order & Welcome

Mr. Barker called the meeting to order at 6:30pm

Pledge of Allegiance**Roll Call**

Present:

Mr. Baker

Mr. DiGioacchino

Ms. Goetz (6:50pm)

Mrs. Hoppe

Mrs. Leiss

Mr. McDonald

Mrs. Palazzolo (6:50pm)

Mr. Palma

Ms. Sooy (6:50pm)

Mrs. Virtue

Also Present:

Frances Wood

Jennifer Shouffler

Nancy Hunter

Executive Session

At 6:30 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, and Contractual 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.

Correspondence

Thank you letter from Caitlin Hoyt

Report of the Superintendent

Dr. Wood reported that 12 grade student; David Hu was named a National Merit Semifinalist.

Dr. Wood reported district enrollment as of September 21, 2016. Bedwell Elementary school at 594 students, Bernardsville Middle School at 550 students, and Bernards High School at 845 (decrease of 22 students from last year).

The new student representative to the Board of Education, Frederick Ludtke, reported on: Student Life, Academic Life, and Co-Curricular issues. There was a discussion regarding parking for senior students.

Jennifer Shouffler gave the academic report.

Public Questions & Comments

None

Approval of Minutes*Action 1. Approval of MinutesResolution Mr. Baker moved, seconded by Mr. Palma that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for August 24, 2016. Minutes were approved by a roll call vote of 8-0-2, Mr. DiGioacchino and Mrs. Hoppe abstained.**Finance**

A. Mr. Baker gave the report; the first meeting will be in November to discuss the budget.

B. Action Items: Mr. Baker moved Finance items #1-5; Mr. Palma seconded. Items #1-5 were approved by a roll call vote of 10-0.

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 July, 2016 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$3,823,779.83	\$3,823,779.83
(20) Special Revenue Fund	\$90,039.83	\$90,039.83
(30) Capital Projects Fund	\$5,409,808.38	\$5,409,808.38
(40)Debt Service Fund	\$314,095.08	\$341,095.08
Total Government Funds	\$9,637,723.12	\$9,637,723.12

(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 2016-2017 Budget Transfers*Resolution Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for July, 2016.Action 3. Payment of Bills*Resolution WHEREAS, the Board Secretary has presented a check register covering check numbers 37842 to 37998 in the amount of \$ 3,188,077.06 with the recommendation that the checks 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	\$2,281,842.40

(20) Special Revenue Fund	\$51,488.71
(30) Capital Projects Fund	\$707,526.74
(40) Debt Service Fund	\$0
(60) Cafeteria Fund	\$602.66
(90) Agency Fund	\$146,616.55
TOTAL	\$3,188,077.06

Action 4. Approve Parent Organization Fundraiser

Resolution Resolved, that the Somerset Hills Board of Education approve the following parent organization fund raiser for the 2016-2017 school year:

Organization	School	Event	Date
Laxbackers	BHS	Selling magnets at Bernardsville Kings	10/22/16 & 10/23/16

Action 5. Approve Contracted Services

Resolution Resolved, that the Somerset Hills Board of Education approve the following contracted service at their per diem rate for the 2016 - 2017 school year:

Name	Service	Effective	Not to exceed
Dr. Gayle Carrick	Consultative	Summer 2016	15 days

Curriculum

A. Mrs. Palazzolo gave the report. The committee met on September 13, 2016.

B. Action Items: Mrs. Palazzolo moved Curriculum items #1 & 2, Mr. Palma seconded. Resolution # 1 & 2 were passed by a roll call vote of 10-0.

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	Photo Club- Bernardsville Historical Sites	Oct. 1	30-40	4-5	0
b. BHS	Comparative World Religions-Sri Venkateswara Temple-Bridgewater	Oct. 19	14	1	0
c. BHS	AP European History-Alexander Library-Rutgers	Nov. 18	22	1	1
d. BHS	Ski Team-Killington VT-Preseason Training	Dec. 1-4	16	1	10
e. BHS	AP Physics C & 1- Physics & Astronomy Workshops, Bergen Community College, Paramus	Nov. 5	23	2	0
f. BHS	AP Physics C & 1- Faraday Christmas Physics Demo Show-New Brunswick	Dec. 11	23	2	0
g. BHS	AP Physics C & 1- NJ Physics Olympics-	Jan. 14	23	2	0

	Monmouth HS				
h. BHS	AP Physics C & 1- NJAAPT Spring Meeting- Princeton	Mar. 17	23	2	0
i. BHS	Physics - Six Flags	May 19	230	6	9
j. BHS	MD Class- Swim Sessions at Hunterdon Wellness Center- Whitehouse Station	Oct. 21, Nov. 18, Dec. 16, Jan. 20, Feb. 24, Mar. 24, April 21, May 19th.	9	5	0
k. BHS	Madrigals- Festival Adjudication-Rutgers	May 18	20	1	1
l. BMS	7th Grade - Somerset Hills YMCA Day of Wellness	Oct. 6	140	10	0
m. BES	4th Grade- NJ State House, Old Barracks & Planetarium-Trenton	Oct. 21	132	12	20
n. BES	3rd Grade-Sterling Hill Mine-Ogdensburg, NJ	May 17	112	7	18

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
a) BES	Carey, Amanda	TC- 2nd Grade Reading-NYC	\$42.26	Oct. 19
b) BES	Gelsing, Allison	TC- Comprehension-NYC	\$35.00	Oct. 5
c) BES	McCarron, Jim	Annual Art Ed Conference-Long Branch, NJ	\$265.00	Oct. 10-11
d) BES	Seelig, Sophia	TC-4th Grade Writing	0	Oct. 20
e) BES	Vera, Holly	Onyx Yoga Studio-Children's Yoga Teacher Training-Warren	\$200.00	Oct. 14-16
f) BES	Ziolkowski, Maureen	TC- 2nd Grade Reading-NYC	0	Oct. 19
g) BHS	Daben, Jose	AP Workshop-Spanish Lang & Culture- Robbinsville, NJ	\$241.12	Nov. 4
h) BHS	Ferrara, Jim	Tri-Regional AAPT meeting- Middletown, CT	\$279.99	Oct. 21-22
i) BHS	LaChac, Luke	Presenter at NJCSS Conference-Rutgers	\$50.00	Oct. 25
j) BHS	Miller, Lauren	NCTM Regional Conf-Phila, PA	\$420.00	Nov. 1-2
k) BHS	Rodriguez, Allison	NCTM Regional Conf-Phila,PA	\$920.46	Nov. 1-2
l) BHS	Sosely, Anna	ACT Workshop- Rutgers	0	Sept. 21
m) BHS	Sosely, Anna	Univ of Mass Amherst Counselor event-Short Hills	0	Oct. 24 (AM)
n) BHS	Stolarz, Liz	Rider University Counselor Breakfast-Lawrenceville	\$18.91	Oct. 18
o) BHS	Tartaglia, Nicole	AP Workshop-French Language & Culture- Robbinsville, NJ	\$202.52	Nov. 4

p) BHS	Wengel, Laura	AP Workshop-English Lang & Comp- Verona HS	\$286.42	Oct.29
q) BMS	Dempsey, Gretchen	Annual Conference for Middle Level Education-Austin, TX	\$1638.00	Oct. 9-12
r) District	Catelli, Michael	DOE World Language Mtg- Westfield	0	Sept. 29
s) District	Catelli, Michael	New ELL Supervisors' Mtg- Edison	0	Oct.24
t) District	Catelli, Michael	DOE County Meeting for Social Studies- Flemington	0	Oct. 20
u) District	Catelli, Michael	Presenter at Nat'l Council of Social Studies Conference-DC	\$1506.50	Nov 30- Dec. 4
v) District	Catelli, Michael	NJ Social Studies Supv. Assn.- Monroe, NJ	0	10/7, 1/27, 5/5
w) District	Kolmer, Grant	NJ Ed Computing Cooperative-monthly meetings, Montclair - 9/16, 10/21, 11/18, 12/16, 2/24, 3/17, 4/28, 5/19, 6/9	0	monthly
x) District	Kolmer, Grant	Math and Science County Supv Mtgs, Somerville	0	12/15 and 5/18
y) District	Kolmer, Grant	Northern NJ Math Supv Roundtable-Millburn, Parsippany, Livingston	0	10/14, 2/10, 6/2
z) District	Shouffler, Jennifer	MUJC Curriculum Committee mtgs-New Providence - 9/28, 10/19, 12/7, 1/11, 3/8, 5/10	0	monthly
aa) District	Shouffler, Jennifer	NJ School Boards Conf.-AC	\$622.34	Oct. 25-26
bb) District	Hunter, Nancy Lee	NJ School Boards Conf.-AC	\$626.00	Oct. 25-26
cc) District	Wood, Frances	NJ School Boards Conf.-AC	\$754.00	Oct. 25-27
dd) District	Shouffler, Jennifer	NJASA Professional Development Seminar - NJDOE Future & Career Ready Focus: Perspectives & Pathways for District Implementation	\$149.00	Sept. 20
ee) District	Wood, Frances	NJASA Professional Development Seminar - NJDOE Future & Career Ready Focus: Perspectives & Pathways for District Implementation	\$149.00	Sept. 20
ff) District	Vaught, Teresa	NJ APA/DLM Admin Training-Saddle Brook	0	Sept. 15
gg) District	Shouffler, Jennifer	Somerset County Law Enforcement & Educators Conf.-RVCC	0	Oct. 17 (AM)
hh) BHS	Neigel, Scott	Somerset County Law Enforcement & Educators Conf.-RVCC	0	Oct. 17 (AM)
ii) BMS	Dempsey, Gretchen	Somerset County Law	0	Oct. 17

		Enforcement & Educators Conf.-RVCC		(AM)
jj) BES	Phelan, Amy	Somerset County Law Enforcement & Educators Conf.-RVCC	0	Oct. 17 (AM)
kk) BMS	Sands, Stephen	PAC Piano Selection-NYC	0	Sept. 20
ll) BHS	Trumpy, Fred	PAC Piano Selection-NYC	0	Sept. 20
mm)BHS	LaPine, Matt	PAC Piano Selection-NYC	0	Sept. 20
nn) District	McDougal, Dan	Lead Testing- NJDOE - Mt. Olive HS	0	Sept. 28
oo)District	Hunter, Nancy Lee	NJSBA- Atlantic City - (extended 1 day)	\$128	Oct. 27
pp) District	Shouffler, Jennifer	NJSBA- Atlantic City - (extended 1 day)	\$128	Oct. 27
qq) BHS	Hoppe, Mike	Athletic Dir/VP Meetings- 9/19, 9/21, 10/7, 10/19, 11/19, 11/21, 12/5, 12/7, 1/9, 1/11, 2/15, 3/22, 4/3, 4/12, 4/24, 5/3, 5/17, 6/2, 6/5, 6/17	0	monthly

Facilities & Operations*

A. Mr. Palma gave the report. The committee met on September 21, 2016.

B. Action Items: Mr. Palma moved Facilities & Operations motions #1-3, Mr. DiGiacchino seconded. All motions were approved by a roll call vote of 10-0.

Action Resolution 1. Approve the Bernardsville Borough Emergency Operations Plan*
Resolved, that the Somerset Hills Board of Education approve the Bernardsville Borough Emergency Operations Plan Point of Distribution Memorandum of Agreement with the Somerset Hills School District.

Action 2. Approve Bid Award for New Classrooms at Bernards High School*
Bids were received on Friday, September 16, 2016. *Daskal has been rejected because of a material defect, therefore the bid is being awarded to the next lowest bidder..*

Bidders	Address	Total Bid
Accurate Construction	Wayne, NJ	\$767,700
Arista Builders	Jackson, NJ	\$1,380,250
ATG Inc	Fairfield, NJ	\$984,350
Bismark Construction	Newark, NJ	\$992,100
Brahma construction	Wallington, NJ	\$897,000
Daskal	Garfield, NJ	\$732,100
Desapio Construction	Frenchtown, NJ	\$957,500
Frankoski Construction	East Orange, NJ	\$836,999
K&D Contractors	Kenilworth, NJ	\$925,500
Lanyi & Tevaïd	Rockaway, NJ	\$905,500
Pharos Enterprises	South Amboy, NJ	\$768,000

SLS Construction	Upper Saddle River, NJ	\$981,355
Tri Form Construction	Metuchen, NJ	\$865,900
Vanas Construction CO, Inc	Bogota, NJ	\$866,500
WD Snyder	Kenilworth, NJ	\$846,000

Resolution Resolved, that the Somerset Hills Board of Education award the bid for new classrooms at Bernards High School to Accurate Construction, Wayne NJ in the amount of \$767,700.

Action 3. HIB Report*

Resolution Resolved, that the Somerset Hills Board of Education review the Harassment, Intimidation and Bullying cases presented on September 21, 2016 and upheld the findings and/or consequences recommended by the Superintendent.

Policy*

A. Mrs. Leiss gave the report. The committee met on September 12, 2016.

B. Action Items: Mrs. Leiss moved Policy motions #1 & 2; Mr. Palma seconded. All motions were approved by a roll call vote of 9-0. The board had a lengthy discussion regarding service learning which falls under Policy 5460 High School Graduation. The policy was sent back for further revisions.

Action 1. First Reading

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

Policy #	Title
P 1220	Employment of Chief School Administrator
R 2414	Programs and Services for Students in High Poverty and in High Need School Districts
P 3125	Employment of Teaching Staff Members
P 3240	Professional Development for Teachers and School Leaders
R 3240	Professional Development for Teachers and School Leaders
R 5330	Administration of Medication
P 2200	Curriculum Content
R 2200	Curriculum Content
P 2411	Guidance Counseling
R 2411	Guidance Counseling
P 5460	High School Graduation (sent back for revisions)

Action 2. Abolish Policies

Resolution Resolved, that the Somerset Hills Board of Education abolish the following policies and regulations: (attachment)

Policy #	Title
P 3244	In Service Training
R 3244	In Service Training

Personnel

A. Mrs. Palazzolo gave the report. The committee met on September 13, 2016.

B. Action Items: Mrs. Palazzolo moved Personnel items # 1-14, Mrs. Leiss seconded. Personnel motions #1-14 were approved by a roll call vote of 10-0.

Action 1. **Accept Resignation**

Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of the following employee:

Name	School	Position	Effective
Meiser, Michelle	BMS	Special Education Paraprofessional	10/2/16 or sooner as determined by the superintendent

Action 2. **Rescind Appointment Non-Certified Staff**

Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of the following non-certified staff for the 2016-2017 school year:

Name	School	Position	Step	Salary
Lepinskie, Elizabeth	BES	Special Education Paraprofessional	2	\$15.74/hour

Action 3. **Approve Appointment Non-Certified Staff**

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following non-certified staff for the 2016-2017 school year:

Name	School	Position	Replace	Level	Step	Salary	Effective
Blocker, Christine	BES	Special Education Paraprofessional	Lepinskie	B	1	\$15.54/hour	9/14/16

Action 4. **Approve Appointment Leave Replacement**

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following leave replacement for the 2016-2017 school year:

Name	School	Position	Replace	Level	Step	Salary	Date
Byers, Mary Frances	BMS	Reading Specialist	Sorge	MA	4	59,990	9/1/16 - 6/30/16

Action 5. **Approve Co-Curricular Positions***

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2016-2017 school year:

Name	School	Position	Stipend
a) Berardi, Anne	BES	B-Well Girls program	\$59.11/hour
b) Panik, Meredith	BES	B-Well Girls program	\$59.11/hour
c) Carey, Amanda	BES	B-Well Girls program	\$59.11/hour
d) Brooten, Darcey	BES	B-Well Girls program	\$59.11/hour
e) Och, Laurie	BES	B-Well Girls program	\$59.11/hour
f) DeMarco, Monica	BES	B-Well Girls program	\$59.11/hour
g) Pike, Emily	BES	B-Well Girls program	\$59.11/hour

h) DeRoberts, Theresa	BES	B-Well Girls program	\$59.11/hour
i) Gelsing, Allison	BES	B-Well Girls program	\$59.11/hour
j) Vera, Holly	BES	B-Well Girls program	\$59.11/hour
k) Ismaili, Craig	BHS	Ice Hockey: Assistant	\$5,400

Action 6. Approve Internship*

Resolution Resolved, that the Somerset Hills Board of Education approve the following internship for the 2016-2017 school year:

Intern	School	Subject	Mentor	Date
Dokus, Samuel	BHS	Administration	Neigel, Scott	Fall 2016

Action 7. Approve Summer Work*

Resolution Resolved, that the Somerset Hills Board of Education approve the following summer work for staff members at their per diem/per hour rate for summer 2016.

Name	Position	School	Not to Exceed
Berardi, Ann	Registered Nurse PT	BES	4 additional days (4 days approved in June)

Action 8. Approve Volunteers*

Resolution Resolved, that the Somerset Hills Board of Education approve the following volunteers for the 2016-2017 school year:

Name	Volunteer
Rivera, Fernando	BHS Girls Soccer

Action 9. Approve Translators*

Resolution Resolved, that the Somerset Hills Board of Education approve the following translators for the 2016-2017 school year:

Name
a) Engelmann, Amy
b) Mulgrum, Theo
c) Rivera, Fernando

Action 10. Approve Long Term Substitute*

Resolution Resolved, that the Somerset Hills Board of Education approve the following long term substitute for the 2016-2017 school year:

Name	Substitute Position	Certification
Nosworthy-Roth, Emilie	Special Education - BHS	Standard/Teacher of the Handicap

Action 11. Approve Substitutes*

Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2016-2017 school year:

Name	Substitute Position	Certification
a) Solon, Kaitlin	Teacher/Paraprofessional	CEAS certificate

b) Stroh, Katherine	Teacher/Paraprofessional	CE certificate
c) Cook, Megan	Teacher/Paraprofessional	Standard Certificate
d) Langan, John	Teacher/Paraprofessional	Substitute Credential

Action 12. Approve Appointment Non-Certified Staff

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of the following non-certified staff for the 2016-2017 school year:

Name	School	Position	Replace	Level	Step	Salary	Effective
a) Brothers, Anne	BES	Regular Paraprofessional	Scherp	B	1	\$14.66/hour	9/21/16
b) Brothers, Anne (hired for both)	BES	Special Education Paraprofessional	Kuby	B	1	\$15.54/hour	9/21/16
c) Gopinath, Geetha	BES	Special Education Paraprofessional	Meiser	B	1	\$15.54/hour	9/22/16
d) DeGritis, Rebecca	BES	Special Education Paraprofessional	Hendelson	B	1	\$15.54/hour	9/22/16

Action 13. Amend Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education amend the following co-curricular positions for the 2016-2017 school year:

Name	School	Position	Effective	Stipend
Bracho, Diana	BMS	Student Council	50%	\$2,778 \$1,389

Action 14. Approve Co-Curricular Positions

Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2016-2017 school year:

Name	School	Position	Effective	Stipend
Hartt, Brian	BMS	Student Council	50%	\$1,389

Public Questions & Comments: None

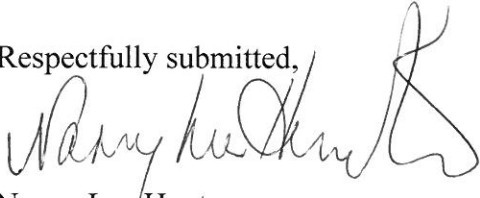
Supplementary Matters

1. Mrs. Leiss gave the report on Distance Education Accrediting Commission (DEAC) committee.
2. Mr. Baker brought up a joint meeting with Bedminster in January.
3. Mr. Baker asked for volunteers to form a strategic planning committee. Mr. Palma, Mr. McDonald, Mr. DiGiacchino, Mrs. Leiss and Mrs. Hoppe agreed to participate.
4. Mrs. Leiss commented that she attended the Freshman orientation at Bernards High School and it was an excellent program.

Adjournment

Mr. Baker moved to adjourn the meeting at 9:45pm; motion was seconded by Mr. Palma. Motion approved by a roll call vote of 10-0.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Nancy Lee Hunter".

Nancy Lee Hunter
Board Secretary

