

The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES– APRIL 25, 2018

Call to Order & Welcome

Mrs. Leis called the meeting to order at 5:00pm

Pledge of Allegiance**Roll Call**

Present:	Mrs. Santoro	Absent:	Also Present:
Mr. Baker	Ms. Sooy (arrived at 5:39pm)	Mrs. Hoppe	Frances Wood
Ms. Burch (arrived at 5:05pm)	Mrs. Tober		Jennifer Shouffler
Mr. DiGiacchino	Ms. Virtue		Heather Goguen
Mrs. Leiss			
Mr. McDonald(arrived at 5:05pm)			

Executive Session

Mrs. Leiss moved the following at 5:00pm

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.

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. DiGiacchino seconded. The Board returned to public session at 7:35pm

Correspondence

None

Report of the Superintendent

1. Student/Staff Recognition
 - a) BMS Art Students- Ms. LaCotta presented art students whose artwork was selected for the Somerset County Youth Art Month Exhibit, as well as Bridget Lim, for her tapestry that was selected for the NJ State Youth Art Month Exhibit.
 - b) Coach Brothers recognized Justin Villani as the Somerset County Wrestling Champion.
2. Student Representative Report - John “Jack” Broderick gave student report commenting on student activities and athletics. Jack commented on the Skyland Conference, upcoming PARCC and AP testing, upcoming events, and mentioned that 52 rising seniors were inducted into the National Honor Society.

Public Questions & Comments

1. Leslie Brown Witt- questions about budget: Transportation – 6%; Cost for students – how much do special education students cost? Do we get funding?

Approval of Minutes*

- Action 1. Approval of Minutes
Resolution Mr. DiGiacchino moved and Ms. Burch seconded that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for March 26, 2018. Minutes were approved by a roll call vote of 8-0-1.

Finance

- A. Committee Report & Discussion: Mr. Baker gave the report. The Committee met on April 24, 2018
 B. Action Items: Mr. Baker moved items #1-11, Mr. DiGiacchino seconded. Items #1-11 were approved by a roll call vote of 9-0.

- Action 1. Approve Final 2018-2019 Budget*
Resolution Resolved, that the Somerset Hills Board of Education approve for the 2018-2019 school year as approved by the Somerset County Executive Superintendent of Schools:

2018-2019	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	\$39,649,104	\$845,207	\$3,603,739	\$44,098,050
Less Anticipated Revenue	\$8,291,334	\$845,207	\$200,076	\$9,336,617
Taxes to be Raised	\$31,357,770	\$0	\$3,403,663	\$34,761,433

- Action 2. Approve Capital Reserve Account Deposit*
Resolution Resolved that the Somerset Hills Board of Education approves a capital reserve deposit in the amount of \$150,000. The district intends to utilize these funds for funding of a generator at the Middle School and represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards necessary to achieve the New Jersey Student Learning Standards.

- Action 3. Board Secretary & Treasurer Reports & Board Certification*
Resolution WHEREAS, the Board Secretary has received the Revised Reports of the Secretary and Treasurer for the month of January, 2018 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$6,477,805.28	\$6,420,626.08
Audit Adjustment	(57,179.20)	
(20) Special Revenue Fund	\$93,210.31	\$93,210.31
(30) Capital Projects Fund	\$769,697.41	\$769,697.41
(40) Debt Service Fund	\$749,579.22	\$749,579.22
Total Government Funds	\$8,033,113.02	\$8,033,113.02

(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. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of February, 2018 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$6,183,960.13	\$6,183,960.13
(20) Special Revenue Fund	\$54,621.77	\$54,621.77
(30) Capital Projects Fund	\$753,302.95	\$753,302.95
(40)Debt Service Fund	\$997,948.47	\$997,948.47
Total Government Funds	\$7,989,833.32	\$7,989,833.32

(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

5. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of March, 2018 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$6,074,386.98	\$6,074,386.98
(20) Special Revenue Fund	\$39,264.44	\$39,264.44
(30) Capital Projects Fund	\$1,241,055.68	\$1,241,055.68
(40)Debt Service Fund	\$(721,624.53)	\$(721,624.53)
Total Government Funds	\$6,633,082.57	\$6,633,082.57

(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 6. Approve 2017-2018 Budget Transfers*
Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for March, 2018.

Action Resolution 7. Payment of Bills*
WHEREAS, the Board Secretary has presented attached check registers 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	MARCH AMOUNT	APRIL AMOUNT
(10) General Fund	\$1,234,885.91	\$2,425,165.60
(20) Special Revenue Fund	\$7,387.43	\$64,964.44
(30) Capital Projects Fund	\$0.00	\$51,126.30
(40) Debt Service Fund	\$0.00	\$0.00
(60) Cafeteria Fund	\$225.00	\$42,720.38
(90) Agency Fund	\$704,776.49	\$388,623.85
TOTAL	\$1,947,274.83	\$2,972,600.57

Action Resolution 8. Approve Electric Supply Cost with Direct Energy*
Resolved, that the Somerset Hills Board of Education approves a one-month contract with Direct Energy for the purchase of electric supply for the month of May at an estimated supply rate cost of \$0.07331/kWh.

Action Resolution 9. Approve Contract with Mid-American*
Resolved that the Somerset Hills Board of Education approves the contract with MidAmerican for the purchase of electric supply effective with the June 2018 meter reads through June 2021 at a cost not to exceed \$0.072522/kWh.

Action Resolution 10. Accept Donation*
Resolved, that the Somerset Hills Board of Education accept a donation of 4 Batting Cages from Open Road of Morristown/Bridgewater to be used at Bernardsville High School.

Action Resolution 11. Accept Donation*
Resolved, that the Somerset Hills Board of Education accept a Grant from the Steelcase Education Active Learning Center Grant Program for furniture and technology solutions in an amount not to exceed \$67,000 to establish an Active Learning Center.

Curriculum

A. Committee Report & Discussion: Ms. Virtue gave the report. The committee met on April 17, 2018

B. Action Items: Ms. Virtue moved items #1-4, Mr. McDonald seconded. Item #1 & 3 were approved by a roll call vote of 8-0; items # 2 & 4 were approved by a roll call vote of 9-0.

Action Resolution 1. 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
BES	3rd & 4th Gr (OPT3) Liberty Science Center	June 11	24	3	0

Action 2. 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
BHS	BHS Jazz Ensemble	Apr 21 (Sat)	20	2	0

Action 3. 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	Crowley, Sue	Best Books-Winners Workshop- Whippany	\$209.00	May 18
b) BES	Somers, Diana	Observe Multi Sensory Group- Branchburg	0	May 21
c) BES	Zaborowski, Donna	Observe Multi Sensory Group- Branchburg	0	May 21
d) BHS	Drew, Lisa	Motivational Interviewing- Piscataway	\$225.73	May 9-10
e) BHS	LaBruno, Wendi	Brain Change for Stress, Anxiety, Trauma, Moods and Substance Abuse- Parsippany	\$207.74	May 21
f) BHS	Sosely, Anna	Information session for Bowdoin, U of Rochester and Bentley- Mt. Lakes	0	May 9
g) BHS	Szostak, David	AP Reading (Microeconomics)- Cincinnati	\$705.00	June 1-9
h) BMS	McGovern, Courtney	NJ Computer Science Summit on Diversity & Scalability-Rutgers	0	May 18
i) BMS	Mongo, Megan	Student Leadership Conf -transition for disabled students- RVCC	0	May 4
j) District	Ayres, Karen	Student Leadership Conf -transition for disabled students- RVCC	0	May 4
k) District	Ayres, Karen	Brain Change for Stress, Anxiety, Trauma, Moods and Substance Abuse- Parsippany	\$199.99	May 21
l) District	Butler, Coleen	Youth Empowerment Alliance School Support Network- Madison	0	May 16
m) District	Latzke, Sarah	Functional Accounting Part I & II Eatontown	0	May 9 & May 23
n) District	Stokes, Marianne	Functional Accounting Part I- Eatontown	\$33.36	May 9
o) District	Stokes, Marianne	Admin Asst. Program for BA Office-Rockaway, NJ	\$15.13	May 10
p) District	Stokes, Marianne	HR Personnel Review	\$33.36	May 16
q) District	Stokes, Marianne	Completing the Quarterly Pension Reports-Trenton	\$23.81	June 25
r) District	Brown, Ellen	HR Personnel Review	\$23.19	May 16
s) District	Butler, Coleen	Treating Anxiety Disorders in Children & Teens- Parsippany	\$439.99	May 7 & 8

Action 4. Approve Membership in New Jersey State Interscholastic Athletic Assoc.***Resolution** Resolved, that the Somerset Hills Board of Education approves membership by Bernards High School in the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.**Facilities & Operations***

A. Committee Report & Discussion: Mr. DiGiacchino gave the report. The Board will be discussing student access to shopping area at the next F&O meeting on May 9, 2018. The

architects will present to review the plans with the committee. Mr. DiGiacchino spoke with additional resources regarding apps for reporting safety and security concerns.

Policy

A. Committee Report & Discussion:

B. Action Items: Ms. Virtue moved item #1, Mr. McDonald seconded. Item #1 was approved by a roll call vote of 9-0

Action Resolution

1. Approval of Second Reading of Random Drug Testing Policy*

Resolved, that the Somerset Hills Board of Education approve the second reading of the following policy and regulation: Policy # Title 5131 Student Random Drug Testing

Personnel

A. Committee Report & Discussion: Mrs. Leiss reported that the County Superintendent approved and delivered Mrs. Dempsey's contract. The Board is working very closely with Chief Valentine about a plan regarding school safety.

B. Mrs. Leiss moved items #1-13, Mrs. Tober seconded. Items # 1, 4, 5, 6, 10 & 13 were approved by a roll call vote of 8-0; items # 2, 3, 7, 8, 9, 11 & 12 were approved by a roll call vote of 9-0.

Action Resolution

1. Education Services Commission Representative

Resolved, that the Somerset Hills Board of Education approve the appointment of Gretchen Dempsey to the Representative Assembly of the Educational Services Commission of New Jersey.

Action Resolution

2. Accept Resignation *

Resolved, that the Somerset Hills Board of Education accept the resignation of employee #8083, effective March 28, 2018.

Action Resolution

3. Approve Volunteer Coaches*

Resolved, that the Somerset Hills Board of Education approve the following volunteer coaches:

Name	Sport
a) Fanik, Celina	Girls Lacrosse
b) Goldstein, Neil	Girls Lacrosse

Action Resolution

4. Approve Parenthood Leave

Resolved, that the Somerset Hills Board of Education approve the following parenthood leave for the 2018-2019 school year:

Name	School	Position	Date
a) Gelsinger, Allison	BES	Gr. 4	9/1/18 - start of third marking period
b) Grau, Jianna	BES	Gr. 3	9/7/18 - start of third marking period
c) McGorman, Kristin	BMS	Media Specialist	Extended to 6/30/19

Action Resolution

5. Accept Resignation

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

Name	School	Position	Date
a) DeGritis, Rebecca	BES	Part-time Paraprofessional	April 6, 2018
b) Walley, Joy	BHS	Part-time Paraprofessional	May 25, 2018

Action 6. 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 2017-2018 school year:

Name	School	Position	Step	Salary	Effective
a) Guedez, Carol	BES	Part-time Paraprofessional	1	\$15.70/hr	3/28/18
b) Elsaba ,Mohamed	BES	Part-time Paraprofessional	1	\$15.70/hr	4/17/18
d) Calderon, Melissa	BMS	Leave Replacement	1	\$53,390, Prorated	4/30/18

Action 7. Approve Substitute***Resolution** Resolved, that the Somerset Hills Board of Education approve the following substitute:

Name	Position	Certification
a) Fernandez, Megan	Substitute Teacher	Substitute
b) Tulapol, Somchai	Substitute Custodian	n/a

Action 8. Approve Extended Substitute***Resolution** Resolved, that the Somerset Hills Board of Education approve the following extended assignment substitute for the 2017-2018 school year.

Name	Location	Substitute Position	Salary	Effective
Felber, Lorraine	BHS	Art	\$210/day	4/16/18-6/11/18

Action 9. Approve Overloads***Resolution** Resolved, that the Somerset Hills Board of Education approve the following BHS updated overload for the 2017-2018 school year.

Last Name	First Name	Overload Subject	Periods/week	Length	\$ Salary
a) Falzarano	Jeffery	English	5	Full Year	\$ 16,736
b) Camuto	Lisa	Math	5	Full Year	\$ 11,296
c) Koch	Kevin	Photoshop	5	Quarter	\$ 2666.04

Action 10. Approve Leave Replacement**Resolution** Resolved, that the Somerset Hills Board of Education approve Diane Dunay to continue for a second year as the the 2018-2019 leave replacement for Kirsten MacGorman (BMS, Media Specialist) at a salary of \$62,390 (Step 6).**Action** 11. Approve Superintendent Contract***Resolution** Resolved, that the Somerset Hills Board of Education approve the contract for Lucille Gretchen Dempsey for the period of July 1, 2018 to June 30, 2023.**Action** 12. Accept Resignation***Resolution** Resolved, that the Somerset Hills Board of Education accept the resignation of Katherine DeBarra, Bernards High School Science Teacher, effective June 30, 2018.**Action** 13. Accept Retirement**Resolution** Resolved, that the Somerset Hills Board of Education accept the retirement of Lori Wisniewski, Bernardsville Middle School Social Studies Teacher, effective June 30, 2018.

Community Engagement

The committee met on April 18. Mr. DiGiacchino reported that the key target of the meeting was to access needs. The committee wants to meet next on May 10 with council members, the borough business administrator, and the mayor.

Public Questions & Comments

1. Lynn Weltler spoke of receiving the grant from the Steelcase Education Active Learning Center Grant Program and how much work went into the preparation for this grant. We were one of eight to receive this grant.

Supplementary Matters

1. Mr. Baker mentioned the Electronic Waste Recycling event on April 28. Anyone in town or the school can bring their old electronics.
2. Saturday, May 5th – The trail from the Audobon parking lot to the Middle School will be opening. There will be an Opening Ceremony at 10am.
3. Mrs. Santoro mentioned that Peapack-Gladstone was having a medication disposal at the police department on April 28 from 10:00-2:00.
4. Mr. DiGiacchino invited all Board members and Administrators to the Intergenerational Prom on May 4 at 6pm. He stated that over 120 students attended last year.
5. Mrs. Tober gave a shout out to Michael Catelli and Allen Thurlow in support of the HSA tour of NYC. The Families had a great time.

Adjournment

Mr. Baker moved to adjourn at 8:34pm, Mr. DiGiacchino seconded. The meeting was adjourned by a roll call vote of 9-0.

Respectfully submitted,



Heather Goguen
Board Secretary

Resolutions:

***Note: The areas of permitted voting for the Bedminster district representative of the Board of Education are: (a) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district; (b) New capital construction to be utilized by sending district pupils; (c) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff; (d) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district; (e) Any matter directly involving the sending district pupils or programs and services utilized by those pupils; (f) Approval of the annual receiving district budget; (g) Any collectively negotiated agreement involving employees who provide services utilized by sending district pupils; (h) Any individual employee contracts not covered by a collectively negotiated agreement, if those employees provide or oversee programs or services utilized by sending district pupils; and (i) Any matter concerning governance of the receiving district board of education including, but not limited to, the selection of the board president or vice-president, approval of board bylaws, and the employment of professionals or consultants such as attorneys, architects, engineers, or others who provide services to the receiving district board of education.**

(cf: P.L.1996, c.103, s.1)