

**THE SOMERSET HILLS SCHOOL DISTRICT
REORGANIZATION MEETING MINUTES
JANUARY 3, 2018**

Call to Order

The meeting was called to order at 6:00pm by Interim Business Administrator/Board Secretary Nick Puleio, acting as Temporary Chair.

Pledge of Allegiance**Welcome****Oath of Office**

Interim Business Administrator/Board Secretary Nick Puleio administered the Oath of Office to the following elected individuals:

1. Heather Santoro
2. Kathy Tober
3. Sara Sooy

Roll Call**Present:**

Mr. Baker
Ms. Burch
Mr. DiGioacchino
Mrs. Leiss
Mr. McDonald

Mrs. Santoro
Ms. Sooy
Mrs. Tober
Ms. Virtue

Absent:

Mrs. Hoppe

Also Present:

Frances Wood
Jennifer Shouffler
Nick Puleio
Cheri Adams, Esq.

Organizational Procedure

1. **Nomination and Election of President**
Motion to nominate Mrs. Leiss by Mr. McDonald.
Seconded by Mrs. Tober.
Any other nominations - none
Voice Vote: All in favor, 9 Yes, 0 No
2. **Nomination and Election of Vice President**
Motion to nominate Mr. McDonald by Ms. Virtue.
Seconded by Mr. Baker.
Any other nominations- none
Voice Vote: All in favor, 9 Yes, 0 No

Organizational Action Items

Organizational Items #1-4 moved by Mrs. Leiss, seconded by Mr. Baker. Items #1-4 approved by a roll call vote of 9-0. Items #5 and 6 moved by Mrs. Leiss, seconded by Ms. Burch. Items #5 & 6 approved by a roll call vote of 9-0. Item #7 moved by Mrs. Leiss, seconded by Ms. Sooy. Item #7 approved by a roll call vote of 9-0.

Action Resolution

1. **Adoption of Code of Ethics for School Board Members*** *each Board Member reads one*
Resolved, that the Somerset Hills Board of Education adopts the Code of Ethics for School Board members:

- A school board member shall abide by the following Code of Ethics for School Board Members:
1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
 2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
 3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
 4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
 5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
 6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
 7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
 8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
 9. I will support and protect school personnel in the proper performance of their duties.
 10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

Action
Resolution

2. Re-Adopt All By-Laws & Policies*
Resolved, that the Somerset Hills Board of Education re-adopts all current Board Policies & By-Laws.

Action
Resolution

3. Re-Adopt All Program & Curriculum*
Resolved, that the Somerset Hills Board of Education re-adopts all existing Curriculum, on file in the Curriculum office.

Action
Resolution

4. Re-adopt All District Tradebooks, Software, Motion Pictures/Films*
Resolved, that the Somerset Hills Board of Education re-adopts district tradebook list, software list, and media list, on file in the Curriculum office.

Action
Resolution

5. Board Representative Appointments
Resolved, that the Somerset Hills Board of Education approves the following group representative appointments:
- | | |
|--|-----------------------------|
| <u>N.J. School Board Association</u> | |
| Delegate: Greg DiGiacchino | Alternate: Jamie Leiss |
| <u>Somerset County School Board Association</u> | |
| Member: Robert Baker | Alternate: Greg DiGiacchino |
| <u>Somerset County Educational Services Commission</u> | |
| Member: Sara Sooy | Alternate: Jamie Leiss |
| <u>Somerset Hills Education Foundation</u> | |
| Member: Tim McDonald | Alternate: Sara Sooy |

HSA of Somerset Hills

BES Member: Kathy Tober

BMS Member: Heather Santoro

BHS Member: Jamie Leiss

Municipal Alliance

Member: Janis Virtue

Alternate: Mindy Hoppe

Action
Resolution6. Board Committee AssignmentsResolved, that the following Board Committees be re-established:

Finance

Facilities & Operations

Policy

Curriculum

Personnel

Negotiations

Community Engagement (Relations)

Action
Resolution7. Approve Authorized Signatures

Resolved, that the Somerset Hills Board of Education approve the authorized signatures on warrants as follows:

Accounts	Signatures
a) Payroll	Board Secretary & Board President
b) Agency	Board Secretary & Board President
c) General	Board Secretary & Board President
d) Cafeteria	Board Secretary
e) Unemployment	Board Secretary

Policy

None

Personnel

Mrs. Leiss moved Item #1, seconded by Ms. Burch. Item #1 approved by a roll call vote of 9-0.

Action
Resolution1. Approve Appointment Non-Certified Staff

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	Replace	Step	Salary	Effective
Butler, Brenda	Olcott	Secretary Student Services	Latzke	2	\$47,026	1/12/18 (plus 6 transition days)

Public Comment

None

Executive Session

None

Adjournment

Mrs. Leiss moved to adjourn at 6:45pm, Ms. Sooy seconded. Motion approved by a vote of 9-0.

Respectfully submitted,



Nick Puleio

Interim Business Administrator/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)