
The Somerset Hills School District
Regular Meeting Agenda –September 26, 2018
Executive Session – 6:30 P.M.
Public Input & Action – 7:30 P.M.
Community Room at Bernards High School

I. Call to Order & 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.

II. Pledge of Allegiance

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. Correspondence

VI. Report of the Superintendent

1. Student/Staff Recognition
2. Academic Report: State Testing Report

VII. 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. Public Questions and Comments will be limited to 30 minutes. Thank you for your input.

VIII. Approval of Minutes*

1. Approval of Minutes

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for August 29, 2018.

IX. Finance *

A. Committee Report & Discussion:

B. Action Items:

1. Board Secretary & Treasurer Reports & Board Certification

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

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$7,825,586.56	\$7,825,586.56
(20) Special Revenue Fund	\$335,093.47	\$335,093.47
(30) Capital Projects Fund	\$1,091,373.80	\$1,091,373.80
(40)Debt Service Fund	\$33,780.72	\$33,780.72
Total Government Funds	\$9,285,834.55	\$9,285,834.55

(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.

2. Approve 2018-2019 Budget Transfers

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for August, 2018.

3. Payment of Bills

WHEREAS, the Board Secretary has presented attached check registers for **August** 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	\$2,018,050.10
(20) Special Revenue Fund	\$8,185.00
(30) Capital Projects Fund	\$71,106.63
(40) Debt Service Fund	\$381,618.75
(60) Cafeteria Fund	\$4,070.33
(90) Agency Fund	\$213,707.99
TOTAL	\$2,696,738.80

4. Payment of Bills

WHEREAS, the Board Secretary has presented attached check registers for **September** 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	\$1,954,862.09
(20) Special Revenue Fund	\$89,414.82
(30) Capital Projects Fund	\$37,400.00
(40) Debt Service Fund	0
(60) Cafeteria Fund	\$3,987.53
(90) Agency Fund	\$345,452.77
TOTAL	\$2,431,117.21

5 Approve Parent Organization Fundraiser*

Resolved, that the Somerset Hills Board of Education approve the following parent organization fundraiser for the 2018-2019 school year:

Organization	School	Event	Date
Cheer	BHS	In-school Breakfast Sale	TBD
Boys' Basketball	BHS	Basketball Media Guide	No Date
Booster Club-Soccer	BHS	Soccer Team Store sales	10/1-10/15
Booster Club-Soccer	BHS	Snap Raise Direct Email to Friends and Family	10/1- 10/30
Booster Club-Soccer	BHS	Parents & Coaches Mixer with food and beverages	10/18

6. Approve Title I Salary and Benefits

Resolved, that the Somerset Hills Board of Education approve the appropriation of the following Title I funds for salary and benefits for the 2018-2019 year:

Name	Salary	Benefits
Francie Byers	\$45,000	\$13,950

7. Approve Insurance Restoration Specialists

Resolved, that the Somerset Hills Board of Education approve Insurance Restoration Specialists, #65MCESCCPS, for the remediation and cleaning of District Facilities.

8. Approve Fund 30 Transfers

Resolved, that the Somerset Hills Board of Education approve the attached Fund 30 Transfers

X. Curriculum

A. Committee Report & Discussion:

B. Action Items:

1. Approve Bedwell Events

Resolved, that the Somerset Hills Board of Education approve the following events: Bedwell Family Math Night at Shoprite for Grades K-2 on October 8 and for Grades 3-4 on October 23.

2. Approve Field Trips*

Resolved, that the Somerset Hills Board of Education approve the following field trips offr the 2018/2019 school year:

	School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
a	BHS	Ski Race Team - Killington, VT	12/6-12/9	9	2	N/A
b	BHS	Madrigals: St. James Church - Basking Ridge, NJ	11/13,11/14	22	1	1
c	BHS	Madrigals: The Grain House - Basking Ridge, NJ	12/2	22	1	1

3. 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
BMS	4th grade: NJ Planetarium	10/16	112	12	20

4. Approve Professional Development*

Resolved, that the Somerset Hills Board of Education approve the following professional development for the 2018/2019 school year:

	School	Name	Workshop/Conference	Est. Cost	Date
a	BHS	Pietroluongo, Jade	Learning through Experience - Branchburg, NJ	0	10/16/18
b	BHS	Pietroluongo, Jade	Comparative World Religions S1 Class - Bridgewater, NJ	0	10/24/18
c	District	Dempsey, Gretchen	Somerset County Law Enforcement and Educators Conference (am) - North Branch, NJ	0	11/15/18
d	BHS	Poandl, Ed	Advanced & AP Fine Art - Princeton, NJ	0	9/21/18

e	District	Catelli, Michael	United States Youth Summit - Trenton, NJ	0	11/16/18
f	BHS	Ferrara, James	Northeast Regional Meeting of AAPT - Paramus, NJ	\$92.13	11/16,11/17
g	BHS	Albanese-DeMair, Christine	STEM Roundtable - Rockaway, NJ	\$10.63	10/19/18
h	BHS	Stolarz, Lizabeth	TCNJ Counselor Reception - Ewing, NJ	0	9/27/18
i	District	Lucas, Doug	NJ Building and Grounds Meeting - Newton, NJ: 9/26, 10/31, 11/28, 12/19, 1/24, 28/27, 3/27, 4/24, 5/22, 6/12	\$26.66	See List
j	BHS	Kolmer, Grant	NJECC Meeting (am)- Montclair, NJ: 9/25, 10/19, 11/16, 12/14, 2/8, 3/15, 4/12, 5/17, 6/13	0	See List
k	BHS	Kolmer, Grant	NJ Math Supervisors Roundtable - Location Varies: 11/2, 3/1, 5/31	0	See List
l	BHS	Kolmer, Grant	Somerset County Curriculum Meetings - Location Varies: 9/25, 10/24, 11/27, 12/7, 1/22, 3/1, 3/26, 5/21	0	See List
m	BHS	LaBruno, Wendi	MUJC Autism Symposium(am) - New Providence, NJ	\$7.25	10/10/18
n	BHS	Sosely, Anna	Rewire the Anxious Brain - Edison, NJ	\$209.44	11/6/18
o	BHS	Sosely, Anna	NJ School Counselor Association Conference- Edison, NJ	\$118.45	10/12/18
p	BHS	Babicke, Dennis	PDW Photo Plus Expo - NYC, NY	\$100	10/26/18
q	BHS	Falletta, Luann	AP STEM Roundtable - Rockaway, NJ	0	10/19/18
r	BHS	Gray, Paula	AP STEM Roundtable - Rockaway, NJ	0	10/19/18
s	District	Butler, Coleen	Municipal Alliance meeting - Bedminster, NJ: 9/20, 11/15, 1/17, 3/21, 5/16, 6/13	0	See List
t	District	Fischer, Susan	Somerset/Hunterdon Curriculum Consortium Meetings - Flemington/Somerville, NJ: 9/25, 10/24, 11/27, 12/7, 1/22, 3/1, 3/26, 5/21	0	See List
u	BHS	Stolarz, Lizabeth	8 of the best colleges counselor breakfast - NYC, NY	0	9/13/18
v	District	Goguen, Heather	Somerset County Assoc. Of School BA (pm) - Bridgewater, NJ: 9/21, 10/19, 11/16, 12/14, 1/18, 2/22, 3/29, 4/12, 5/17, 6/5	0	See List
w	District	Goguen, Heather	Business Office Training - Rockaway, NJ: 9/27, 11/1, 11/20, 12/6, 1/15, 2/5, 3/21, 4/11, 5/9	0	See List
x	District	Shouffler, Jen	County Curriculum Meetings - Somerville, NJ: 11/27, 1/22, 3/26, 5/21,	0	See List
y	District	Butler, Coleen	County Director of Guidance Meetings - Various Locations: 9/7, 10/5, 11/2, 12/7, 1/4, 2/1, 3/1,4/5 , 6/7,	0	See List
z	District	Butler, Coleen	SC Education Services - Bridgewater, NJ	0	10/11/18

aa	District	Butler, Coleen	Career Pathway Program - Hamilton, NJ	0	9/27/18
bb	BHS	Sosely, Anna	NJSCA Conference - Edison, NJ	0	10/12/18
cc	District	Dempsey, Gretchen	NJ School Boards Conference- Atlantic City, NJ	\$841.00	10/22-10/25
dd	District	Goguen, Heather	NJ School Boards Conference- Atlantic City, NJ	\$841.00	10/22-10/25
ee	District	Baker, Bob	NJ School Boards Conference- Atlantic City, NJ	\$817.00	10/22-10/25
ff	District	Leiss, Jamie	NJ School Boards Conference- Atlantic City, NJ	\$817.00	10/22-10/25
gg	District	Virtue, Janis	NJ School Boards Conference- Atlantic City, NJ	\$343.00	10/24-10/25
hh	District	Tober, Kathy	NJ School Boards Conference- Atlantic City, NJ	\$343.00	10/24-10/25
ii	District	Santoro, Heather	NJ School Boards Conference- Atlantic City, NJ	\$817.00	10/22-10/25

5. Approve Professional Development

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

	School	Name	Workshop/Conference	Est. Cost	Date
a	BMS	LaCotta, Katherine	Art Education of NJ Conference - Long Branch, NJ	\$235	10/1,10/2
b	BMS	McMillan, Pat	Pure Genius PLC - Tabernacle, NJ	\$47.93	10/6/18
c	BES	Rokosky, Debbie	TC, NYC -Supporting Students in Language Acquisition	\$29.76	11/5/18
d	BES	Phelan, Amy	Somerset County Principals Meeting (pm) - Somerville, NJ: 10/18, 11/15, 1/17, 2/21, 3/21, 5/23	0	See List
e	BMS	Garofalo, Lisa	Somerset County Principals Meeting (pm) - Somerville, NJ: 10/18, 11/15, 1/17, 2/21, 3/21, 5/23	0	9/20/18
f	BES	Griffin, Emily	ABA Practices within School Setting - Atlantic City, NJ	\$275	10/18/18
g	BES	Griffin, Emily	MUJC Behaviorists Subcommittee (am) - New Providence, NJ	0	10/15,4/2
h	BMS	McGovern, Courtney	Re Wire - Tabernacle, NJ	0	10/5/18
i	BMS	Malwitz, Carrie	NJ Science Convention - Princeton, NJ	\$175	10/24/18
j	BES	Rokosky, Debbie	TC, NYC -Supporting students in Language Acquisition	\$150	11/5/18
k	BES	Brooten, Darcey	Creating a global classroom (PM) - Roxbury, NJ	0	10/8/18
l	BMS	McGovern, Courtney	Python Unleashed- Ewing, NJ	0	11/30/18
m	BMS	Garofalo, Lisa	HIB Training -New Providence, NJ	\$150	10/22/18

n	BMS	McGovern, Courtney	STEM made simple - Montclair, NJ	\$149	11/2/18
o	BES	Panik, Meredith	Managing Anxiety and Depression - Bridgewater, NJ	\$2.84	10/23/18
p	BES	McCarron, Jim	AENJ Conference - Long Branch, NJ	\$250	10/1-10/2
q	BMS	Calabrese, Eric	NJ Council Social Studies - New Brunswick, NJ	\$82.88	10/22/18
r	BMS	Wells, Kelly	NJCSS Conference - Piscataway, NJ	\$80	10/22/18
s	BMS	Mariani, Jessica	Units of Study in Writing - Edison, NJ	\$165	9/28/18
t	BMS	Cosimano, Nicholas	NJCSS Conference - Piscataway, NJ	\$84.90	10/22/18
u	BMS	Latzke, Brian	Restorative Practices, Relationships and Managing Student Behavior - Princeton, NJ	\$209	10/11/18

XI. Facilities & Operations*

A. Committee Report & Discussion:

B. Action Items:

1. HIB Report

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on September 26, 2018 and upheld the findings and/or consequences recommended by the Superintendent.

XII. Policy*

A. Committee Report & Discussion:

B. Action Items:

1. Second Reading*

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

Policy/Regulation #	Title
P 1613	Disclosure and Review of Applicant's Employment History
R-1613	Disclosure and Review of Applicant's Employment History
P 5512	Harassment, Intimidation, and Bullying (HIB)
R-5512	Harassment, Intimidation, or Bullying Investigation Procedure
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
R-5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
P 8561	Procurement Procedures for School Nutrition Programs

XIII. Personnel

A. Committee Report & Discussion:

B. Action Items:

All personnel action is on the recommendation of the Superintendent.

1. Accept Resignation*

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

Name	School	Position	Effective
Marsigliano, Joseph	District	Custodian (B)	9/28/18

2. Approve Appointment Certified Staff

Resolved, that the Somerset Hills Board of Education approve the appointment of the following certified staff for the 2018-2019 school year, subject to further investigation pursuant to law:

Name	School	Position	Replace	Level	Step	Salary	Effective
Sharp, Lynn	BES	Teacher PT	Somers	MA+15	20	50,000	9/27/18

3. Amend Appointment Certified Staff

Resolved, that the Somerset Hills Board of Education amend the start date of the following certified staff for the 2018-2019 school year:

Name	School	Position	Replace	Level	Step	Salary	Effective
McGovern, Danielle	BMS	Teacher ELA	Wisniewski	BA	5	57,390 prorated	9/11/18

4. Approve Appointment Non-Certified Staff*

Resolved, that the Somerset Hills Board of Education approve the appointment of the following non-certified staff, subject to further investigation pursuant to law:

	Name	School	Position	Replace	Step	Salary	Effective
a	Calderon, Melisa	District	Paraprofessional FT	Rivera	2	\$15.90/Hr	9/5/2018
b	Vought, Rufus	District	Maintenance Foreman	Lucas	NA	\$89,500	9/27/18

5. Appointment Leave Replacement*

Resolved, that the Somerset Hills Board of Education appoint the following leave replacement for the 2018-2019 school year, subject to further investigation pursuant to law:

Name	School	Position	Replace	Level	Step	Salary	Date
Flores, Gina	BHS	Psychologist	Miranda	MA+60	7-8	\$71,985 prorated	10/15/18-6/30/19 (plus 2 shadow days)

6. Approve Co-Curricular Positions*

Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2018-2019 school year, subject to further investigation pursuant to law:

Name	School	Position	Stipend
Dolson, Peg	BHS	Media Center After Hours Supervisor	\$25/hr

7. Approve Co-Curricular Positions

Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions for the 2018-2019 school year, subject to further investigation pursuant to law:

	Name	School	Position	Stipend
a	Clark, Michelle	BMS	Green Team	\$2,778
b	McGovern, Courtney	BMS	Digital Photography Club Oct-Dec	\$43.00/Hr
c	McGovern, Courtney	BMS	Digital Photography Club Mar -May	\$43.00/Hr
d	Tresslar, Kristene	BMS	Team Leader: Grade 7	\$2,750

8. Approve Substitutes*

Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2018-2019 school year: subject to further investigation pursuant to law:

	Name	Position	Certification
a	Kaufman, Justin	Substitute Teacher	Substitute Credential
b	Pepe, Michael	Substitute Teacher	Standard
c	Rivera, Fernando	Substitute Teacher	Substitute Credential
d	McHale, Lauren	Substitute Teacher	Substitute Credential

9. Reappoint Home Instructor*

Resolved, that the Somerset Hills Board of Education approve the following home instructors for the 2018-2019 school year: subject to further investigation pursuant to law:

Name	Subject	Rate
Arnowitz, Paige	Elementary/Teacher of the Handicap/Math	\$59.11

10. Approve Internship

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

Intern	School	Subject	Mentor	Date
McGovern, Courtney	BMS	Administration	Garofalo, Lisa	Sept 2018 - Aug 2019

11. Approve Observation

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

Student Observer	Program	Teacher	Date
Fischer, Taylor	Special Education	Jamie Jaeger	October 8, 2018

XIV. Public Questions & CommentsXV. Strategic Planning CommitteeXVI. Supplementary Matters

XVII. Adjournment

***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)

The Somerset Hills School District
September 26, 2018
Addendum

IX. Finance

9. Approve Lease Purchase Agreement

Resolved, that the Somerset Hills Board of Education authorizes to utilize the Hunterdon County ESC state approved contract #34HUNCCP small ticket lease purchase tarp award in the amount of \$154,418.75 for 5 years at an interest rate of 4.68% for the purchase of a 54 passenger bus.

X. Curriculum

2. Approve Field Trips*

Resolved, that the Somerset Hills Board of Education approve the following field trips for the 2018/2019 school year:

	School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
d	BHS	Comparative World Religions: Sri Venkateswara - Bridgewater, NJ	10/24 (S1), 3/8 (S2)	22	2	N/A
e	BHS	Comparative World Religions: Sikh Association- Basking Ridge, NJ	11/16 (S1), 2/1 (S2)	22	2	N/A

4. Approve Professional Development*

Resolved, that the Somerset Hills Board of Education approve the following professional development for the 2018/2019 school year:

	School	Name	Workshop/Conference	Est. Cost	Date
jj	District	Goguen, Heather	School Safety Specialist Training - Hamilton, NJ	0	Oct. 2
kk	BES	Roll, Jill	Get set for School Readiness(am) - East Rutherford, NJ	\$286.70	Oct. 12

5. Approve Professional Development

Resolved, that the Somerset Hills Board of Education approve the following professional development for the 2018/2019 school year:

	School	Name	Workshop/Conference	Est. Cost	Date
v	BES	Roll, Jill	Get set for School Readiness(am) - East Rutherford,	\$286.70	Oct. 12

XIII. Personnel

1. Accept Resignation*

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

	Name	School	Position	Effective
b	Vought, Rufus	District	Maintenance	9/27/2018

8. Approve Substitutes*

Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2018-2019 school year: subject to further investigation pursuant to law:

	Name	Position	Certification
e	Senior, Jennifer	Substitute Teacher	Substitute Credential

XIV. Community Relations