
**The Somerset Hills School District
Regular Meeting Agenda - March 18, 2020
Executive Session -7:00 P.M.
Public Input & Action - 7:30 P.M.
Bernards High School Community Room**

I. Call to Order

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. Roll Call

III. 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.

IV. Pledge of Allegiance

V. Roll Call

VI. Suspend policy for public meetings

Resolved, that the Somerset Hills Board of Education suspends its policies relating to in person board meetings and authorizes virtual board meetings to occur during this period of emergency due to the COVID 19 emergency as referenced in Executive Order 103 and pursuant to Bylaw 131.

VII. Correspondence

1. Email from Anna Spitaleri
2. Email from Somerset Hills Lacrosse Club
3. Email from Somerset Hills Mountaineers
4. Email from Bill Simpson

VIII. Report of the Superintendent

1. Budget Presentation - Gretchen Dempsey & Heather Goguen

IX. Public Questions & Comments for Actionable Agenda Items

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.

X. 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 February 26, 2020 and March 9, 2020.

XI. FINANCE

Committee Report & Discussion:

Action Items:

1. Approve Tentative 2020-2021 Budget*

Resolved, that the Somerset Hills Board of Education approve for the 2020-2021 school year and that the Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline and to make all necessary adjustments to the budget to comply with State regulations.

2020-2021	General Fund	Special Revenues	Debt Service	Total
Total Expenditures	\$41,100,138	\$845,207	\$3,289,495	\$45,234,840
Less Anticipated Revenue	\$8,475,514	\$845,207	\$293,732	\$9,614,453
Taxes to be Raised	\$32,624,624	\$0	\$2,995,763	\$35,620,387

BE IT RESOLVED, that the Somerset Hills Board of Education, in the County of Somerset, New Jersey, approves the following capital project and the withdrawal of \$275,000 from the Capital Reserve account to provide funding for the following projects/equipment for the 2020-2021 school year:

Backup Generator at Marion T. Bedwell School

Total costs for this project are \$275,000, which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

And to advertise said tentative budget in the Bernardsville News or Courier News in accordance with the form suggested by the State Department of Education and according to law.

BE IT FURTHER RESOLVED, that a public hearing be held at Bernards High School, Bernardsville NJ on April 29, 2020 at 7:30 pm for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.

3. Approve Travel and Related Expense Reimbursement 2020-2021*

WHEREAS, the Somerset Hills Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B:1.1 et. seq. Requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B:1.1 et. seq. , but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of district Travel, and Reimbursement Forms; now THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B:1.1 et. seq. Education out of District Travel and Reimbursement Forms; and BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with 6A:23B:1.2 (b), to a maximum expenditure of \$75,000.

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 2020 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	6,280,682.21	6,280,682.21
(20) Special Revenue Fund	144,620.75	144,620.75
(30) Capital Projects Fund	500,191.25	500,191.25
(40)Debt Service Fund	1,880,690.79	1,880,690.79
Total Government Funds	8,806,185.00	8,806,185.00

(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.

5. Approve 2019-2020 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for February 2020.

6. Payment of Bills*

WHEREAS, the Board Secretary has presented attached February 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	
(10) General Fund	\$1,338,145.02
(20) Special Revenue Fund	\$447.31
(30) Capital Projects Fund	--
(40) Debt Service Fund	--
(60) Cafeteria Fund	--
(90) Agency Fund	\$700,500.97
TOTAL	\$2,039,093.30

7. Payment of Bills*

WHEREAS, the Board Secretary has presented attached March 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	
(10) General Fund	\$1,797,530.85
(20) Special Revenue Fund	\$8,657.65
(30) Capital Projects Fund	--
(40) Debt Service Fund	\$2,499,160.00
(60) Cafeteria Fund	--
(90) Agency Fund	\$381,290.92
TOTAL	\$4,686,639.42

8. Approve Transfer of Unspent Bond Proceeds

Resolved, that the Somerset Hills Board of Education approve to close out the construction project as follows: RESOLUTION CLOSING OUT SCHOOL CONSTRUCTION PROJECT AND TRANSFERRING UNSPENT BOND PROCEEDS TO DEBT SERVICE FUND FOR PAYMENT OF PRINCIPAL DUE ON BONDS BE IT RESOLVED BY THE BOARD OF EDUCATION OF SOMERSET HILLS, NEW JERSEY AS FOLLOWS:

A. It is hereby determined that the School Construction Project financed through the issuance of bonds of The Board of Education of the Somerset Hills in the county of Somerset (the "Board of Education" when referring to the governing body and the "School District" when referring to the public body governed by the Board of Education) under the Educational Facilities Construction and Financing Act ("EFCFA") and Title 18A, Chapter

24 of the laws of the State of New Jersey pursuant to a proposal adopted by the Board on August 26, 2015, and approved by the affirmative vote of a majority of the legal voters present and voting at an annual School District election held on November 3, 2015 is deemed substantially complete in accordance with N.J.A.C. 6A:26-4.6(a).

B. All proceeds of the bonds issued to finance the School Construction Project and remaining unspent and unencumbered are hereby directed to be transferred to the debt service fund for the School District to pay the principal on such bonds as required by EFCFA and N.J.A.C 6A:4.6(c).

C. This resolution shall take effect immediately.

9. Approve Non-Public Security Aid

Resolved, that the Somerset Hills Board of Education approve the following Non Public Security Aid for the 2019-2020 school year:

School	Description	Total
Far Hills Country Day	41 Lens 2'x2' drop in Ceiling Speaker & 3 Indoor Angled Metal Box Speakers	\$5548.00

XII. FACILITIES & OPERATIONS

Committee Report & Discussion

Action Items:

1. HIB Report

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on February 26, 2020 and upheld the findings and/or consequences recommended by the Superintendent.

- BMS #8,9

XIII. CURRICULUM

A. Committee Report & Discussion:

B. Action Items:

1. Approve Professional Development / School Business*

Resolved, that the Somerset Hills Board of Education approve the following professional development: All approvals are subject to change/cancelation or modification based upon State and Federal guidance having to do with COVID 19:

	School	Name	Workshop/Conference	Date	Est. Cost
a	District	Brown, Ellen	SEMI Training - Trenton, NJ	3/30/20	\$4.90
b	BHS	Engleman, Amy	West Morris Regional School District: Shadow MD Teacher - Mendham, NJ	4/24/20	0
c	BHS	Hayes, Kelly	Protecting America's Schools Workshop - Morristown, NJ	4/22/20	\$6.72
d	BHS	Ferrara, James	NJAAPT Sectional Meeting - Princeton, NJ	4/4/20	\$58.60
e	BHS	Neigel, Scott	Youth Entrepreneurship Education - Monroe, NJ	3/23/20	\$26.88

f	District	Edgerton, Olga	Partnership with LSC & Sanofi - Jersey City/East Hanover, NJ	3/20 & 3/29/20	0
g	BHS	Tripp, Amanda	Practical Strategies for Improving Behavior of Challenging Students - West Orange, NJ	3/31/20	\$294
h	District	Walker, Jaime	Youth Entrepreneurship Education - Monroe, NJ	3/23/20	\$24.18
i	District	Catelli, Michael	NJDOE County Meetings: Equity & SLIFE - Somerville, NJ	4/2 & 4/28/20	0
j	BHS	Falletta, LuAnn	AP Reading Calculus - Kansas City, MI	6/10-12, 6/15-18	\$654.23

2. Approve Professional Development / School Business

Resolved, that the Somerset Hills Board of Education approve the following professional development: All approvals are subject to change/cancelation or modification based upon State and Federal guidance having to do with COVID 19:

	School	Name	Workshop/Conference	Date	Est. Cost
a	BMS	Heydt, Jaimie	Practical Strategies Co-Teaching - West Orange, NJ	4/21/20	\$279
b	BMS	Habermas, Chris	School Climate Assessment and Improvement Process - Fairfield, NJ	3/25/20	0
c	BMS	St. Ours, Elizabeth	Strengthen Your Physical Education Program - West Orange, NJ	3/24/20	\$279
d	BMS	Garofalo, Lisa	Promote a Culture of Respect and Reduce Bias - Lawrenceville, NJ	3/19/20	\$149
e	BMS	Craver, Marcella	Promote a Culture of Respect and Reduce Bias - Lawrenceville, NJ	3/19/20	\$149
f	BMS	Terraciano, Vincent	Oppositional, Aggressive-Attention Seeking and Uncooperative Students - Fairfield, NJ	3/23/20	\$249
g	BMS	Craver, Marcella	PLC for School Culture and Climate Initiative - Fairfield, NJ	3/25/20	\$10.35

PERSONNEL AND POLICY

Committee Report and Discussion.

XIV. PERSONNEL

Action Items:

1. Accept Retirement*

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

	Name	School	Position	Effective
a	Vassil, Cheryl	BHS	Teacher	6/30/2020
b	DiMarco, Thomas	BHS	Teacher	6/30/2020

2. Accept Retirement

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

	Name	School	Position	Effective
a	Horowitz, Susan	BMS	Teacher	6/30/2020

3. Accept Resignation

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

	Name	School	Position	Effective
a	Dunay, Diane	BMS	Teacher	6/30/2020
b	Fry, Laurence	BMS	Teacher	6/30/2020

4. Approve Substitutes*

Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2019-2020 school year, *subject to further investigation pursuant to law*:

	Last	First	Substitute Position	Certification	Effective
a	Lewy	Aaron	Teacher/Paraprofessional	CE	3/30/20 or sooner Pending Clearance

5. Amend Approval Reappointment Administrators

Resolved, that the Somerset Hills Board of Education amend the reappointment of the following administrators for the 2017-2018 school year: BES

	Last Name	First Name	Location	Job Title	\$ Salary
a	Friedman	April	BES	Assistant Principal-BES	\$111,220 \$111,598

6. Approve Family Medical Leave of Absence

Resolved, that the Somerset Hills Board of Education approve the following family medical leave of absence dates for the 2019-2020 school year:

	Name	School	Position	Start Date	End Date
a	Cosimano, Nicholas	BMS	Teacher	4/17/2020	6/1/2020

7. Approve Observation

Resolved, that the Somerset Hills Board of Education approve the following student observation for the 2019-2020 school year, *subject to further investigation pursuant to law*:

	Student Observer	School	Program	Teacher	Date
a	Mahlik, Phil	Kean University	Physical Education	Palek	TBD Pending Clearance

XV. POLICY

Action Items: None

XVI. COMMUNITY RELATIONS

Action Items: None

XVII. SUPPLEMENTARY MATTERS**XVIII. PUBLIC QUESTIONS AND COMMENTS****XIX. 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)