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**THE SOMERSET HILLS SCHOOL DISTRICT  
REORGANIZATION MEETING MINUTES  
VIRTUAL  
JANUARY 6, 2021 – 6:00 p.m.**

**Call to Order**

Mrs. DeMarco called the meeting to order at 6:00pm.

**Pledge of Allegiance****Welcome**

Welcome to the annual reorganization 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 reorganization 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.

Due to the public health emergency in the State of New Jersey, as declared in Executive Order 103, the Board will be suspending its normal meeting procedures this evening and conducting a virtual meeting. Directions for accessing the virtual public meeting were posted on the District website: [www.shsd.org](http://www.shsd.org)

**Oath of Office**

Mrs. DeMarco administered the Oath of Office to the following elected officials:

1. Samantha Frenda
2. Heather Santoro
3. Kathleen Tober

**Roll Call**

Present (Remotely):

Mr. Baker	Mrs. Tober
Ms. Cooper	Ms. Virtue
Ms. Frenda	Mrs. Wry
Ms. Nathans	Mrs. Leiss
Mrs. Santoro	

Also Present:

Gretchen Dempsey  
Coleen Butler  
Jinnee DeMarco

**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.

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**Organizational Procedure**

1. **Nomination and Election of President\***  
Motion to nominate Mrs. Heather Santoro by Mrs. Leiss.  
Seconded by Ms. Virtue  
Any other nominations - none  
Roll Call Vote: Mrs. Santoro was approved by a vote of 9-0.
  
2. **Nomination and Election of Vice President\***  
Motion to nominate Mrs. Jamie Leiss by Ms. Virtue.  
Seconded by Mrs. Tober  
Any other nominations - none  
Roll Call Vote: Mrs. Leiss was approved by a vote of 9-0.

**Organizational Action Items**

Mrs. Santoro made a motion to move items #1-6, Ms. Virtue seconded. Items #1-5 were approved by a roll call vote of 9-0; item #6 was approved by a vote of 8-0.

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:  
Mrs. Santoro initiated the Code of Ethics statements, followed by each board member:  
  
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.

2. Re-Adopt All By-Laws & Policies\*

Resolved, that the Somerset Hills Board of Education re-adopts all current Board Policies & By-Laws.

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.

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.

5. Board Committee Assignments\*

Resolved, that the following Board Committees be re-established:

Finance  
Facilities & Operations  
Personnel and Policy  
Curriculum  
Negotiations  
Community Relations

6. 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
f) Flexible Spending	Board Secretary

## PERSONNEL

A. Action Items: Ms. Virtue made a motion to move items #1-3, Mrs. Leiss seconded. Items #1-3 were approved by a roll call vote of 9-0.

1. Approve Overload\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following BHS overload for the 2020-2021 school year.

	Course	Teacher	Term	Salary	OVERLOAD Salary <i>prorated</i>
a.	Sociology A	Szostak, D.	MP3	\$108,142.00	\$4,506.82

2. Rescind Approval Overload\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescinds the approval of the following BHS overload for the 2020-2021 school year.

	Course	Teacher	Term	Salary	OVERLOAD Salary <i>prorated</i>
a.	Sociology A	Clark, K.	MP3	\$103,095.00	\$4,296.48

3. Approve Bernards High School Coaches\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following coaches for the 2020-2021 school year.

	Sport	Coach	Position	Stipend
a.	Varsity Boys Basketball	Palek, T.	Head Coach	\$9,500.00
b.	JV Boys Basketball	Boudreau, D.	Assistant Coach	\$7,125.00
c.	Freshman Boys Basketball	Milde, J.	Assistant Coach	\$6,650.00
d.	Varsity Girls Basketball	Bisconti, B.	Head Coach	\$9,500.00
e.	JV Girls Basketball	Palmieri, J.	Assistant Coach	\$7,125.00
f.	Fencing	Hammond, J.	Head Coach	\$7,200.00
g.	Fencing	Cherng, J.	Assistant Coach	\$5,400.00
h.	Fencing	Mrak, M.	Assistant Coach	\$5,400.00

**Public Comments**

None

**Supplementary Matters**

1. Mrs. Santory thanked Mrs. Leiss for her support, mentorship and leadership.
2. Mrs. Santoro mentioned open Board Member positions. Resumes and letters of intent should be sent to Mrs. DeMarco by January 22, 2020. Interviews will be either in January or February.
3. Mr. Baker thanked Mrs. Leiss for her tenure as president.
4. Ms. Virtue welcomed Mrs. Santoro as president.

**Adjournment**

Mr. Baker moved to adjourn at 6:31pm, Mrs. Frenda seconded. Meeting was adjourned.

Respectfully submitted,



Jinnee DeMarco  
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)

