

**The Somerset Hills School District
Public Input & Action Meeting - February 24, 2021
Virtual**

Call to Order

Mrs. Santoro called the meeting to order at 6:32pm

Roll Call

Present:

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

Also Present:

Gretchen Dempsey
Coleen Butler
Jinnee DeMarco
Derlys Gutierrez, Esq.

Executive Session

Mrs. Santoro moved the following:

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.

Mrs. Leiss made a motion to adjourn Executive Session at 7:34pm, Ms. Cooper seconded.

Mrs. Santoro called the Public Session to order at 7:37pm.

Pledge of Allegiance

Roll Call

Present:

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

Also Present:

Gretchen Dempsey
Coleen Butler
Jinnee DeMarco
Derlys Gutierrez, Esq.

Correspondence

1. Email from Terese Taylor regarding Project Graduation

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.

Report of the Superintendent

1. Student Representatives' Report- BMS representatives, Justin Lee and Aiden Vineis, and BHS representative, Lucy Taylor, gave the reports for their schools on academics, student activities and athletics.
2. Warren Korecky, CPA firm Suplee, Clooney & Co. - *Audit Report*
3. Lisa Garofalo, Scott Neigel & Amy Phelan - *Schooling this year from the principals' perspective*
4. Board Recognition - Retiree
 - a. WHEREAS, Andrea Kostelak has been employed from September 1999 through June 2021 as a Teacher; and

WHEREAS, she exemplified expertise, commitment, and professionalism in her duties; and

NOW THEREFORE BE IT RESOLVED, the Somerset Hills School District and Board of Education recognize Andrea Kostelak's retirement effective July 2021, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.

- b. WHEREAS, Marianne Parciak has been employed from September 2007 through April 2021 as a Paraprofessional; and

WHEREAS, she exemplified expertise, commitment, and professionalism in her duties; and

NOW THEREFORE BE IT RESOLVED, the Somerset Hills School District and Board of Education recognize Marianne Parciak's retirement effective May 2021, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.

Public Comments for Actionable Agenda Items

None

Approval of Minutes*

Mrs. Frenda made a motion to approve the minutes from the January 25, January 26, January 27 and February 8, 2021 meetings. Ms. Virtue seconded. Minutes were approved by a 10-0 vote.

1. Approval of Minutes

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action, Special Meetings and Executive meeting minutes for January 25, January 26, January 27 and February 8, 2021.

FINANCE

- A. Committee Report & Discussion: Mr. Baker gave the report. The committee met on February 17, 2021.
- B. Action Items: Mr. Baker moved items #1-13. Mrs. Tober seconded. Items #1-10, 12 and 13 were approved by a roll call vote of 10-0; items #11 was approved by a vote of 9-0.

1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of January 2021 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$8,371,078.25	\$8,371,078.25
(20) Special Revenue Fund	-\$10,252.08	-\$10,252.08
(30) Capital Projects Fund	\$371,191.25	\$371,191.25
(40) Debt Service Fund	\$1,328,046.51	\$1,328,046.51
Total Government Funds	\$10,060,063.91	\$10,060,063.91

(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.

2. Approve 2020-2021 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for January 2021.

3. Payment of Bills*

WHEREAS, the Board Secretary has presented attached January 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	\$1,247,262.15
(20) Special Revenue Fund	650.21
(30) Capital Projects Fund	--
(40) Debt Service Fund	--
(60) Cafeteria Fund	--
(90) Agency Fund	705,972.51
TOTAL	\$1,953,884.87

4. 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	\$1,794,278.20
(20) Special Revenue Fund	32,824.45
(30) Capital Projects Fund	--
(40) Debt Service Fund	--
(60) Cafeteria Fund	--
(90) Agency Fund	366,690.63
TOTAL	\$2,193,793.28

5 Approve Parent Organization Fundraiser*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following parent organization fundraisers for the 2020-2021 school year:

	Organization	School	Event	Date
a	Project Graduation 2021	BHS	Minuteman BBQ Dinner Sale	February 27, 2021 March 6, 2021
b	Project Graduation 2021	BHS	Tricky Tray 2021	March 19, 2021
c	Project Graduation 2021	BHS	Local business sharing of proceeds to benefit PG2021	March 1 - June 30, 2021

6. Acceptance of 2019-2020 Audit *

WHEREAS, the Somerset Hills Board of Education engaged the firm of Suplee, Clooney and Company to conduct a yearly audit of the district's financial records; and Whereas the firm audited these records for the 2019-2020 school year; NOW THEREFORE BE IT RESOLVED that the minutes reflect that the Somerset Hills Board of Education reviewed the 2019-2020 Audit Report, and BE IT FURTHER RESOLVED that the Board Secretary be directed to file the necessary reports with the State Department of Education.

Recommendations:

2020-01 The District will take measures to ensure that all eligible employees are enrolled in the pension system on a timely basis..

7. Approve Corrective Action Plan *

Resolved, that the Somerset Hills Board of Education approve the Corrective Action Plan for the 2019-2020 Audit.

Recommendation Number	Corrective Action to be Approved by the Board	Mention of Implementation	Person Responsible for Implementation	Completion Date of Implementation
2020-01	The District will take measures to ensure that all eligible employees are enrolled in the pension system on a timely basis.	Business Office Assistant -Payroll will reconcile personnel records with pension enrollment records on a monthly basis.	Business Office Assistant -Payroll Business Administrator	Ongoing

8. Approve Carryover Funds for Non Public IDEA Grant for 2020-2021*

Resolved, that the Somerset Hills Board of Education approves amended funds to include carryover from the 2019-2020 school year to the 2020-2021 school year for the IDEA Federal Grant Allocation as follows:

IDEA Basic Carryover Non Public:	\$ 39,434
IDEA Basic Non Public:	<u>\$ 42,668</u>
TOTAL Basic Non Public	\$ 82,102

9. Approve Contract for Living Yes, LLC.*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the contract for Living Yes, LLC for Professional Development Training Series in the amount of \$10,000. Title IV-A will fund \$8,100 of the contract.

10. Approve Contract for Pear Deck, Inc.*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the contract for Pear Deck using Title IV-A funds for Professional Development in the amount of \$1,900.

11. Approve 2020-2021 Non-Public NJ CARES Emergency Relief Grant

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the use of funds for Non-Public Security Aid for the following school:

St. Elizabeth School	Technology Software: Pear Deck Mystery Science Software, Amplified IT, LLC	\$3,336
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12. Approve Amendment to Cares Grant*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves submission of the amendment and acceptance of the carry over funds to the CARES Grant in the amount of \$12,216.

13. Accept Donation*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts a donation of lumber valued at \$2,300 from Maple Leaf Hardwoods/Mike Taran.

FACILITIES & OPERATIONS

- A. Committee Report & Discussion: Mrs. Wry gave the report. The committee met on February 17, 2021.
 B. Action Items: Mrs. Wry moved items #1 and 2. Ms. Cooper seconded. Item #1 was approved by a roll call vote of 9-0, items #2 was approved by a vote of 10-0.

1. Approve change order for Bedwell School Generator

Resolved that the Somerset Hills Board of Education approve a change order for the Bedwell School Generator in the amount of \$20,000.00 as a decrease to the total contract. The new contract sum including this change order is \$204,607.00.

2. Student Safety Data System Report - 2020-2021 (Period 1)*

Resolved, that the Somerset Hills Board of Education approve the report of the Student Safety Data System (SSDS) for period 1 (September 1 - December 31, 2020).

CURRICULUM

A. Committee Report & Discussion: Ms. Cooper gave the report. The committee met on February 18, 2021.

B. Action Items: Ms. Cooper moved items #1-6, Mrs. Leiss seconded. Items #1, 2, 4, 5 and 6 were approved by a roll call vote of 10-0; item # 3 was approved by a vote of 9-0.

1. Approve Field Trips*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following field trip:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BHS	PAC of BHS: Observation of Live Surgery & Discussion with Surgical Team via Zoom	75	2	3

2. Approve Professional Development*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following professional development:

	School	Name	Workshop/Conference	Date	Est. Cost
a	District	DeMarco, J.	Analyzing & Constructing Salary Guides - NJSBA virtual	March 25, 2021	\$149.00
b	District	Koransky, J.	Special Mediation / Due Process	April 21, 2021	\$100.00
d	BHS	Albanese-DeMair, C.	Anatomy & Physiology Class Experience	May 25, 2021	\$1,295.00
e	BHS	Young, J.	Anatomy & Physiology Class Experience	May 25, 2021	\$0.00

3. Approve Professional Development

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following professional development:

	School	Name	Workshop/Conference	Date	Est. Cost
a	BES	Hayes, K.	Helping Support Students with School Refusal	March 10, 2021	\$80.00
b	BMS	Craver, M.	The Columbia-Suicide Severity Rating Scale: Saving Lives & Protecting Liability in Schools	March 19, 2021	\$0.00
c	BMS	Habermas, C.	The Columbia-Suicide Severity Rating Scale: Saving Lives & Protecting Liability in Schools	March 19, 2021	\$0.00

4. Approve Modified 2020-2021 District Calendar*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the modified district calendar for the 2020-2021 school year.

5. Approval of the Extended School Year Program for Summer 2021*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the Extended School Year Program for Summer 2021 to commence on July 6, 2021 and conclude on August 12, 2021. Note: There will be no school on Fridays during this program.

6. Approve 2021-2022 District Calendar*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the district calendar for the 2021-2021 school year.

PERSONNEL

A. Committee Report and Discussion: Mrs. Tober gave the report. The committee met on February 18, 2021.

B. Action Items: Mrs. Tober moved items #1-11, Ms. Cooper seconded. Items # 1, 2, and 4-7 were approved by a roll call vote of 9-0; items #3, 8-11 were approved by a vote of 10-0.

1. Amend Approval Family Medical Leave

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the approval the following family medical leave of absence dates for the 2020-2021 school year:

	Name	School	Position	Leave Dates	Amended Leave Dates
a	9700	BES	BCBA	01/08/2021 - 06/01/2021	12/22/2020 - 06/01/2021

2. Amend Overload Approval

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

	Course	Teacher	Periods Per Week	Term	Salary	OVERLOAD Salary
a	Physical Education	McGinn, Jessica	3	MP2 & MP3	\$74,605	\$3,731 per MP \$1,865.50 per MP

3. Approve Internship*

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

	Intern	School	Program	S-Mentor	Date
a	Pasqua, Jaclyn	BHS	NJEXCEL (New Jersey Expedited Certification for Educational Leadership) Program	Fischer, S.	30 hours

4. Approve Unpaid Absences

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

	Name	School	Position	# of Requested Days	Dates
a	Sarullo, Dally	BMS	FT Para	2	03/31/2021 - 04/01/2021

5. Accept Retirement

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the retirement of the following Employee:

	Name	School	Position	Effective
a	Parciak, Marianne	BES	FT Para	May 1, 2021
b	Kostelak, Andrea	BES	Spec Ed Teacher	July 1, 2021

6. Accept Resignation

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the resignation of the following Employee from the following stipended position:

	Name	School	Position	Effective
a	Pingle, Mamata	BES	PT Paraprofessional	February 26, 2021

7. Approve BMS Co-Curricular Positions

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following co-curricular position for the 2020-2021 school year:

	Sport	Coach	Position	Stipend
a	Open Gym	Paterno, A	Head Coach	\$600
b	Open Gym	O'Connor, L.	Head Coach	\$600

8. Approve BHS Co-Curricular Positions*

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

	Sport	Coach	Position	Stipend
a	Wrestling	Brothers, D.	Head Coach	\$9,500
b	Wrestling	Vitollo, M.	Assistant Coach (JV)	\$7,125
c	Baseball	Falzarano, J.	Head Coach	\$8,000
d.	Golf	Milde, J.	Head Coach	\$7,200
e	Boys Lacrosse	Brothers, D.	Head Coach	\$8,000
f.	Girls Lacrosse	McGinn, J.	Head Coach	\$8,000
g	Softball	O'Connor, L.	Head Coach	\$8,000
h	Tennis	McMillan, P.	Head Coach	\$7,200
i	Boys Track	Carmon, D.	Head Coach	\$8,000
j	Girls Track	Szostak, D.	Head Coach	\$8,000

9. Approve the Attainment of the Superintendent's Merit Goal*

Resolved, that the Somerset Hills Board of Education, with the approval of the County Superintendent, approve the attainment of the Somerset Hills School District Superintendent's 2020-2021 Merit Goal.

Ensure students' learning needs after the COVID health-related closure are explicitly identified & addressed, and ensure a reliance on distance learning improves upon what was launched during the emergency closure of 2019-2020.

10. Approve Substitutes*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following substitutes for the 2020-2021 school year, *subject to further investigation pursuant to law:*

	Last	First	Substitute Position	Certification	Effective
a	Van Der Stad	Katherine	Substitute Teacher	Standard Elementary	Pending Clearance

11. Approve Appointment Non-Certified Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following non-certified staff for the 2020-2021 school year, *subject to further investigation pursuant to law:*

	Name	School	Position	Salary	Effective
a	Jeremy Schwarz	District	IT Manager	\$125,000 prorated	4/12/21 or sooner

POLICY

- A. Committee Report and Discussion. Mrs. Leiss gave the report. The committee met on February 18, 2021.
 B. Action Items: Mrs. Leiss moved items # 1 and 2, Mrs. Wry seconded. Items #1 and 2 were approved by a roll call vote of 10-0.

1. First Reading*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the first reading of the following bylaw, policy & regulation:

Policy / Regulation #	Title
P0145	Board Member Resignation and Removal (M) (Revised)
R1642	Earned Sick Leave Law (M) (Revised)
P1643	Family Leave (M) (New)
P 3431.1	Family Leave (M) (Abolished)
P 4431.1	Family Leave (M) (Abolished)
P 3431.3	New Jersey Family Leave Insurance Program (Abolished)
P 4431.3	New Jersey Family Leave Insurance Program (Abolished)
P3216	Dress and Grooming
P4216	Dress and Grooming - Support Staff

2. Second Reading*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the second reading of the following bylaw, policy & regulation:

Policy / Regulation #	Title
R7510	Use of School Facilities

COMMUNITY RELATIONS

A. Committee Report & Discussion: Mrs. Frenda gave the report. The committee met on February 16, 2021.

SUPPLEMENTARY MATTERS

1. Mrs. Leiss asked about the surgery video BHS students were going to view. Mrs. Butler would get more information.

PUBLIC COMMENTS

1. Kathy DeLuca, parent- wants to have an extended day.
2. Lauren Diemar- works for Preschool Advantage that helps families with financial needs. Needs help to get word out.
3. Sarah Falzarano- appreciative of building administrators. Ask for help for substitutes. Teachers are stretched thin.
4. Sarah Westfall- thanked community members for substitute support and administrators for their help.
5. Sama Habibi- Thanks to Lauren Diemar- Preschool is so necessary for children in community
6. Jill Cannon- Tricky Tray will be outside on March 19, reservations online.
7. Wade Cohen suggested asking Collin Hickey to publicize presentations.
8. Carey Stanic- Commented on fire and emergency drills. Dr. Dempsey stated that the district follows state guidelines. Follow up with principals if questions.
9. Stephanie Lesnick- thanked the Administration.
10. Mark Smith- Commented on school schedules and lunch service. Mrs. Santoro and Dr. Dempsey commented that school is only half day and we are not ready to have full day yet.

ADJOURNMENT

Mr. Baker made a motion to adjourn at 9:57pm, Mrs. Leiss seconded. Meeting was adjourned.

Respectfully submitted,



Jimnee DeMarco
Board Secretary

***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)

