

**The Somerset Hills School District
Public Input & Action Meeting - January 27, 2021
Virtual**

Call to Order

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

Roll Call

Present :

Mr. Baker
Ms. Cooper
Ms. Frenda
Mrs. Leiss
Ms. Nathans

Absent:

Mrs. Tober

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 moved to adjourn Executive Session at 7:25 p.m, Ms. Cooper seconded. All in favor

Mrs. Santoro called the Public Session to order at 7:31 p.m.

Pledge of Allegiance**Roll Call**

Present :

Mr. Baker
Ms. Cooper
Ms. Frenda
Mrs. Leiss
Ms. Nathans

Absent:

Mrs. Tober

Also Present:

Gretchen Dempsey
Coleen Butler
Jinnee DeMarco
Derlys Gutierrez, Esq.

Correspondence

1. Email from Anne Helpinstill regarding spring sports

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 Lea Jalics and Andrew Tropp, and BHS representative Lucy Taylor reported on their school's academics, athletics and student activities.
2. Board Recognition - Retiree
 - a. WHEREAS, Patrice Leavenworth has been employed from September 2001 through June 2021 as a Teacher; and

WHEREAS, Patrice Leavenworth exemplified expertise, commitment, and professionalism in her duties; and

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

3. New Jersey School Board Recognition Month

WHEREAS, the New Jersey State Board of Education, which adopts the administrative code to implement state education law, has established rigorous standards through its promulgation of the New Jersey Student Learning Standards, which set the expectations of academic achievement for nearly 1.4 million public schoolchildren; and

WHEREAS, New Jersey's locally elected and appointed boards of education play a vital role in ensuring that their local school districts meet state standards and adhere to all code provisions, with the goal of providing an outstanding education to prepare all students for college and the workplace and to enable them to compete in a global economy; and

WHEREAS, New Jersey's 5,000 non-partisan local board of education members and charter school trustees are public servants who dedicate their time, without pay or benefit, to the oversight of school district operations, sound financial practices, comprehensive policies, curriculum, staffing, and the well-being and academic achievement of all students in the district; and

WHEREAS, the efforts of local boards of education, in conjunction with state education officials and local educators, have built a foundation of success that has led to New Jersey's status as a leader in student achievement, as evidenced by the National Assessment of Educational Progress scores; and

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2021 to be School Board Recognition Month; now, therefore, be it

RESOLVED, that the New Jersey State Board of Education recognizes the contributions of our state's local boards of education to the academic success of its public school students and expresses its sincere appreciation to local board of education members for their continued focus on the achievement of children throughout New Jersey; and be it further

RESOLVED, that the New Jersey State Board of Education encourages qualified New Jersey citizens to consider serving as members on their local school boards.

4. *K-8 Language Arts and Math - Program Overview and Student Data Report*
Presentation by Ms. Susan Fischer and Dr. Olga Edgerton.
5. Dr. Dempsey gave update on status of the school district.

Public Comments for Actionable Agenda Items

None

Approval of Minutes*

Ms. Cooper made a motion to approve the minutes from the December 16, 2020 and January 6, 2021 Reorganization meeting. Mrs. Wry seconded. Minutes were approved by a roll call vote of 8-0.

1. Approval of Minutes

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for December 16, 2020 and the Public Input & Action Reorganization meeting for January 6, 2021.

FINANCE

- A. Committee Report & Discussion: Mr. Baker gave the report. The committee met on January 20, 2021.
- B. Action Items: Mr. Baker moved items #1-13, Ms. Virtue seconded. Items #1-5 and 7-13 were approved by a roll call vote of 8-0. Item #6 was approved by a vote of 7-0.

1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of December 2020 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$7,263,476.36	\$7,263,476.36
(20) Special Revenue Fund	264,633.74	264,633.74
(30) Capital Projects Fund	371,191.25	371,191.25
(40) Debt Service Fund	854,424.85	854,424.85
Total Government Funds	\$8,753,726.20	\$8,753,726.20

(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 December 2020.

3. Payment of Bills*

WHEREAS, the Board Secretary has presented attached 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	December
(10) General Fund	\$2,453,872.42
(20) Special Revenue Fund	664.99
(30) Capital Projects Fund	--
(40) Debt Service Fund	--
(60) Cafeteria Fund	--
(90) Agency Fund	1,026,472.15
TOTAL	\$3,481,009.56

FUND	January
(10) General Fund	\$2,156,991.82
(20) Special Revenue Fund	94,445.32
(30) Capital Projects Fund	--
(40) Debt Service Fund	--
(60) Cafeteria Fund	18,765.80
(90) Agency Fund	390,048.89
TOTAL	\$2,660,251.83

4. 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	Dates
a.	PG 2021	BHS	Sponsor a Senior	January 28, 2021 - June 1, 2021

5. Approve Special Education Schools*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following schools for the 2020-2021 school year and/or ESY:

	Student ID#	Provider	Location
a.	2023024	Hunterdon Prep	Annandale, NJ

6. Approve Special Education Schools

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following schools for the 2020-2021 school year and/or ESY:

	Student ID#	Provider	Location
a.	4430675215	The Winston School	Short Hills, NJ

7. Approve 2020-2021 Budget Appropriation*

Resolved that the Somerset Hills Board of Education upon the recommendation of the Superintendent, approves the appropriation into the general fund \$696,010 extraordinary aid and \$8,700 of non-public transportation aid in accordance with N.J.A.C. 6A:23A-13.3. These funds will expand the 2020-2021 budget by \$704,710. The adjustments will be used for out of district student tuitions and aid in lieu reimbursements.

8. Approve School Security Grant*

Resolved that the Somerset Hills Board of Education upon the recommendation of the Superintendent, retroactively approve the submission and acceptance of School Security Grant to the New Jersey Department of Education in the total amount of \$114,351 for panic alarms and access control system upgrade for Bernards High School, Bernards Middle School and Bedwell Elementary School.

9. Approve Maintenance Reserve Withdrawal*

Resolved that the Somerset Hills Board of Education upon the recommendation of the Superintendent, approve the withdrawal of \$137,125 from the Maintenance Reserve for material and supply cost of replacing light bulbs and fixtures in Bernards High School, Bernards Middle School and Bedwell Elementary School.

10. Approve Contract*

Resolved that the Somerset Hills Board of Education upon the recommendation of the Superintendent, approve Generations Lighting material and supply contract through Hunterdon County Education Commission HCESC-CAT-19-07 for replacing light bulbs and fixtures in Bernards High School, Bernards Middle School and Bedwell Elementary School in the amount of \$137,125.

11. Approve 2020-2021 Non-Public Security Aid*

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:

Far Hills Country Day	Security Aid	Security Services - Jan. 11 - June 11, 2021 plus anticipated special events	\$14,850.00
Far Hills Country Day	Security Aid	Software Access & License Fee for Visitor Security System	\$595.00

12. Approve Independent Auditor To Prepare A41,A42 and Resource Room Actual Costs Per Pupil*

Resolved, that the Somerset Hills Board of Education approve Wiss, Co. as the independent auditor to prepare the A41, A42 and Resource Room Actual Costs Per Pupil from the 2021-2022 school year at a cost of \$7,500 to be shared with Bedminster Board of Education. The Somerset Hills Board of Education will be responsible for \$3,750.

13. Approve Special Law Enforcement Officers Services*

Resolved, that the Somerset Hills Board of Education approve the contract with the Bernardsville Police Department for Special Law Enforcement Officer Services at a cost of \$50,150.00 for the time period of January 1, 2021 through June 30, 2021.

FACILITIES & OPERATIONS

- A. Committee Report & Discussion: Mrs. Wry gave the report. The committee met on January 20, 2021.
- B. Action Items: Mrs. Wry moved items #1 and 2, Ms. Virtue seconded. Item #1 was approved by a roll call vote of 7-0, item #2 was approved by a vote of 8-0.
1. HIB Report
Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on December 16, 2020 and upheld the findings and/or consequences recommended by the Superintendent.
 - BMS #1,2
 2. Memorandum of Agreement*
Resolved, that the Somerset Hills Board of Education approve the Law Enforcement Memorandum of Agreement, signed 12/14/20, on file in the Superintendent's Office.

CURRICULUM

- A. Committee Report & Discussion: Ms. Cooper gave the report. The committee met on January 19, 2021
- B. Action Items: Ms. Cooper moved items #1 and 2. Item #1 was approved by a roll call vote of 8-0, item #2 was approved by a vote of 7-0.
1. 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	Butler, C.	Certification Training - Mental Health First Aid Instructor	January 20-22, 2021	\$0.00
b	District	Dempsey, G.	Legal Issues Pertaining to Vaccinations & Schools	January 21, 2021	\$0.00
c	BHS	Catelli, M.	NJDOE ESL Schedules During Remote & Hybrid Instruction	February 17, 2021	\$60.00
d	BHS	Catelli, M	NJPSA FEA Using Option 2 With ELLs As An Instrument of Equity	February 17, 2021	\$0.00
e	District	Dempsey, G.	NJPSA FEA HR Directors' Institute	February 25, 2021 March 3 & 24, 2021	\$400.00
f	BHS	Venezia, D.	NJTESOL 2021 Virtual Spring Conference	May 25-27, 2021	\$299.00

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	BMS	Wright, B	Writing about Reading & the Literacy Essay in Middle School	January 20, 2021	\$50.00

b	BMS	Boudreau, D	Teaching Kids to Read Deeply and Wisely	February 5, 2021	\$50.00
c	BMS	Azevedo, M.	Teaching Kids to Read Deeply and Wisely	February 5, 2021	\$50.00
d	BMS	Garofalo, L.	Special Education Litigation Certificate Program	February 10, 2021 March 15, 2021 April 4, 2021	\$500.00
e	BMS	Craver, M.	ABS Yearly Training	February 21, 2021	\$125.00
f	BES	Davis, E.	Nurturing the Reading Lives of Students Who Are Reading Well Below Benchmark	February 26, 2021	\$50.00
g	BES	Ziolkowski, M.	Nurturing the Reading Lives of Students Who Are Reading Well Below Benchmark	February 26, 2021	\$50.00

PERSONNEL

- A. Committee Report and Discussion. Mrs. Leiss gave the report. The committee met on January 21, 2021.
- B. Action Items: Mrs. Leiss moved items #1-14, Ms. Virtue seconded. Items #1, 4-7, 10 and 12 were approved by a roll call vote of 7-0. Items #2, 3, 8, 9, 11, 13 and 14 were approved by a vote of 8-0.

1. 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	Leavenworth, P.	BES	Teacher BA+15: Elementary	July 1, 2021

2. Approval to Rescind*

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

	Name	School	Position
a	Poandl, Edward D.	BHS	Teacher MA: Industrial Arts

3. Accept Resignation*

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

	Name	School	Position	Effective
a	Latzke, Sarah	District	Confidential Secretary to the Superintendent	January 29, 2021

4. 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	Tresslar, Kristene	BMS	Grade 7 Team Leader	02/16/2021

5. Approve Leave Replacement Teacher

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

	Name	School	Position	Replace	Level	Step	Salary	Effective
a	Tlack, Laila	BMS	Middle School English Teacher	Tresslar, K.	BA	1-2	\$60,075.00 <i>prorated</i>	<i>Pending certification</i>

6. Amend Approval Co-Curricular Positions

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

	Name	School	Position	Effective	Stipend <i>prorated</i>
a	Tresslar, Kristene	BMS	Grade 7 Team Leader	08/18/2020	\$1,512.50

7. Approve 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:

	Name	School	Position	Effective	Stipend
a	O'Halloran, Anne	BMS	Grade 7 Team Leader	02/16/2021	\$1,237.50 <i>prorated</i>
b	Weltler, Lynn	BMS	Drama: Spring	01/28/2021	\$2,778.00
c	McGovern, Danielle	BMS	Drama: Spring Assistant	01/28/2021	\$1,805.00

8. 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
a	Voight	Douglas	Teacher	County Substitute Certificate
b	Urbanowicz	Mary Ellen	Nurse	School Nurse
c	Smith	Emily	Teacher	County Substitute Certificate <i>pending</i>
d	Tlack	Laila	Teacher	County Substitute Certificate

9. Approve Family Medical Leave of Absence*

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

	Name	School	Position	Leave Dates
a	Falk, L.	BHS	ELL Teacher	March 22, 2021- June 18, 2021
b	Wagner, A.	BHS	Teacher	May 26, 2021 - November 4, 2021

10. Approve Leave of Absence under Family First Coronavirus Response Act
Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, retroactively approve the following leave of absence under Family First Coronavirus Response Act dates for the 2020-2021 school year:

	Employee ID	School	Position	Start Date	End Date
a	9609	BES	Custodian	October 26, 2020	October 30, 2020
b	8062	BES	Teacher	December 2, 2020	December 11, 2020
c	9537	BES	Teacher	December 4, 2020	December 7, 2020
e	9704	BES	Teacher	December 7, 2021	December 8, 2020
f	8515	BES	Para	December 8, 2020	December 8, 2020

11.. 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.	Swimming	Tsuki, E.	Head Coach	\$7,200.00
b.	Swimming	Albanese-DeMair, C.	Assistant Coach	\$5,400.00
c.	Winter Track	LaChac, L.	Assistant Coach	\$5,400.00
d.	Winter Track	Samson, A.	Assistant Coach	\$5,400.00
e.	Winter Track	Carmon, D.	Head Coach	\$7,200.00

12. Approve Overloads

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves 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

13. 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	Mentor	Date
a	Pasqua, Jaclyn	BHS	NJEXCEL <i>(New Jersey Expedited Certification for Educational Leadership) Program</i>	Neigel, S.	90 hours

14. Approve Co-Curricular Volunteer*

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

	Last Name	First Name	Season	Position
a	Simoneau	Jon	Winter	Volunteer Track

POLICY

- A. Committee Report and Discussion: Mrs. Leiss gave the report. The committee met on January 21, 2021.
- B. Action Items: Mrs. Leiss moved items #1 and 2, Ms. Virtue seconded. Items #1 and 2 were approved by a roll call vote of 8-0.

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
R7510	Use of School Facilities

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
P7510	Use of School Facilities
P8420	Emergency & Crisis Situations
P8561	Procurement Procedures for School Nutrition Programs
P0164.6	Remote Public Board Meetings During a Declared Emergency

COMMUNITY RELATIONS

- A. Committee Report & Discussion: Mrs. Frenda gave the report. The committee met on January 19, 2021.

ORGANIZATIONAL ACTION

Mrs. Santoro moved item #1, Mrs. Frenda seconded. Item #1 was approved by a roll call vote of 8-0.

1. Board Representative Appointments

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following group representative appointments:

N.J. School Board Association

Delegate: Robert Baker

Alternate: Samantha Frenda

Somerset County School Board Association

Delegate: Jamie Leiss

Alternate: Heather Santoro

Somerset County Educational Service Commission

Delegate: Jamie Leiss

Somerset Hills Education Foundation

Delegate: Samantha Frenda

Alternate: Patricia Wry

HSA of Somerset Hills

BES Representative: Heather Santoro

BMS Representative: Nicole Cooper

BHS Representative: Jamie Leiss

Municipal Alliance

Member: Nicole Cooper

Alternate: Heather Santoro

SUPPLEMENTARY MATTERS

PUBLIC COMMENTS

1. Sarah Westfall, teacher - thanked the Board, parents, teachers, administration and HSAs. Concern for lack of substitutes.
2. Lynn Weltler, SHEA president- thanked nurses, students and parents for efforts to help community with Covid precautions.
3. Jodi Sebastian- thanked everyone for efforts. Students need to be in classrooms. Quarantine policy should be looked at.
4. Susan Gouldin- concerned about student mental health and how few students are in school. Sports are so important and students are languishing.
5. Christine Albanese-DeMair , teacher.- activity in class excited students, both in class and virtual.
6. Terese Taylor- has students in both BMS and BHS and feels student attitudes for both schools is different. She feels parent involvement is needed to be substitutes. Reach out to community.

ADJOURNMENT

Ms. Virtue made a motion to adjourn the meeting at 9:36 p.m, Mr. Baker seconded. Meeting was adjourned.

Respectfully submitted,



Jinnee 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)