

**The Somerset Hills School District
SPECIAL MEETING MINUTES – AUGUST 6, 2013**

Call to Order

The meeting was called to order at 9:00 a.m. by Mrs. Coons, President.

Roll Call

Mr. Baker

Mrs. Kurschus

Mrs. Palazzolo

Mr. Palma

Mrs. Petrilli

Ms. Goetz *arrived 9:20 a.m.

Mrs. Swadba *arrived 9:05 a.m.

Mrs. Coons

Absent

Mrs. Hawkins

Ms. Kragie

Also Present

Frances Wood

Barbara Walls

Mary Joyce Zonfrillo

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.

Pledge of Allegiance**Finance****Committee Report**

Mr. Baker reported that a meeting will be scheduled in September.

Action Items

Mr. Baker moved Finance Resolutions #1-3, seconded by Mr. Palma. Finance Resolutions #1-3 were approved by a roll call vote of 7-0.

Action**Resolution**1. **Board Secretary & Treasurer Reports & Board Certification***

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of June, 2013 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$4,784,670.40	\$4,784,670.40
(20) Special Revenue Fund	\$(114,573.82)	\$(114,573.82)
(30) Capital Projects Fund	\$(241,040.30)	\$(241,040.30)
(40) Debt Service Fund	\$(41,896.95)	\$(41,896.95)
Total Government Funds	\$4,387,159.33	\$4,387,159.33

(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.

Action
Resolution

2. Approve 2012-2013 Budget Transfers*

Resolved that the Somerset Hills Board of Education approves the attached list of budget transfers for June 2013.

Action
Resolution

3. Payment of Bills*

WHEREAS, the Board Secretary has presented a check register dated June 2013 covering check numbers 28925 to 29017 in the amount of \$463,155.55 with the recommendation that they 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	\$349,446.87
(20) Special Revenue Fund	\$70,516.60
(30) Capital Projects Fund	\$13,468.90
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$29,723.18
TOTAL	\$463,155.55

WHEREAS, the Board Secretary has presented a check register dated July 2013 covering check numbers 29018 to 29168 in the amount of \$752,876.79 with the recommendation that they 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	\$735,330.76
(20) Special Revenue Fund	\$15,721.03
(30) Capital Projects Fund	-0-
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	\$1,825.00
TOTAL	\$752,876.79

Facilities & Operations**Committee Report**

Mr. Palma reported that the committee has not met.

Action Items

Mr. Palma moved Facilities & Operations Resolution #1, seconded by Mr. Baker. Facilities & Operations Resolution #1 was approved by a roll call vote of 8-0.

Action Resolution 1. **Approval of Change Order for Upper Gym Floor**
Resolved, that the Somerset Hills Board of Education approve change order #2 in the amount of \$31,650.10 to Classic Floor Finishing for cement floor leveling.

Personnel**Committee Report**

No report.

Action Items

Mr. Palma moved Personnel Resolutions #1-14, seconded by Ms. Goetz. Personnel Resolutions #1-14 were approved by a roll call vote of 8-0.

All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. **Accept Resignation**
Resolved, that the Somerset Hills Board of Education accept the resignation of Nicole Brown, biology teacher at Bernards High School effective July 1, 2013.

Action Resolution 2. **Accept Resignation**
Resolved, that the Somerset Hills Board of Education accept the resignation of Andrew Couch, Latin teacher at Bernardsville Middle School effective September 20, 2013 or sooner as determined by the Superintendent.

Action Resolution 3. **Accept Resignation**
Resolved, that the Somerset Hills Board of Education accept the resignation of Melissa Jordan, part time registered nurse at Bedwell Elementary School effective July 25, 2013.

Action Resolution 4. **Approve Appointment of Biology Teacher**
Resolved, that the Somerset Hills Board of Education approve Christine Albanese-DeMair, biology teacher at Bernards High School, level MA, step 2 at an annual salary of \$57,435 effective September 1, 2013 for the 2013-2014 school year. (Brown)

Action Resolution 5. **Approve Appointment of Special Education Teacher**
Resolved, that the Somerset Hills Board of Education approve Courtney Biondo, special education teacher (50%) at Bedwell Elementary School, level BA, step 1 at an annual salary of \$26,218 effective September 1, 2013 for the 2013-2014 school year. (Settembrino)

Action 6. Approve Appointment of Latin Teacher
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Dorothea Maxwell, Latin teacher at Bernards High School, level MA, step 15 at an annual salary of \$79,367 effective October 7, 2013 or sooner as determined by the Superintendent. (Couch)

Action 7. Approve Leave Replacement Position
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Jessica Allison, physical education leave replacement at Bernardsville Middle School, level MA, step 1, at an annual salary of \$56,435 effective September 1, 2013 for the 2013-2014 school year. (McGinn)

Action 8. Approve Leave Replacement Position
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Kristin Morlock, elementary leave replacement at Bedwell Elementary School, level MA, step 3-4 at an annual salary of \$58,435 (prorated) from September 1, 2013 through January 24, 2014. (Collins)

Action 9. Amend Leave Replacement Assignment
Resolution Resolved, that the Somerset Hills Board of Education amend the leave replacement position assignment end date for Kathleen Ruiz, special education leave replacement teacher at Bedwell Elementary School from January 24, 2014 to June 30, 2014. (Ziolkowski)

Action 10. Approve Appointment of Secretary
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Lisa Norton, secretary (75%) at Bernards High School, step 8 at an annual salary of \$36,785 (prorated) effective August 14, 2013 for the 2013-2014 school year. (Harknett)

Action 11. Approve Appointment of Executive Director of Development
Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of Patrice Cummings, part time executive director of development at an annual salary of \$18,000 (prorated) effective August 15, 2013 for the 2013-2014 school year. (Rose)

Action 12. Approve Assignment Change
Resolution Resolved, that the Somerset Hills Board of Education approve the assignment change for Joseph Espineira, music teacher from 67% to 73% at Bernards High School at an annual salary of \$39,738 for the 2013-2014 school year.

Action 13. Rescind Athletic Appointments
Resolution Resolved, that the Somerset Hills Board of Education rescind the following athletic appointments at Bernards High School for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>
Couch, Andrew	Women's Soccer Assistant Coach (FR)
Lawson, Brendan	Swimming Assistant Coach
Peppe, Theresa	Women's Basketball Assistant Coach (JV)

<u>Action</u>	14. <u>Approve Athletic Position</u>		
<u>Resolution</u>	Resolved, that the Somerset Hills Board of Education approve the following athletic position at Bernards High School for the 2013-2014 school year:		
	<u>Name</u>	<u>Position</u>	<u>Stipend</u>
	Baker, Ashley	Soccer: Women's Assistant Coach (FR)	\$5,014

Public Questions & Comments

None

Executive Session

At 9:35 a.m., Mr. Palma 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 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.

Mr. Baker seconded the motion to adjourn to executive session and the resolution was passed by unanimous vote of 8-0. The Board returned to public session at 10:55 a.m. Mrs. Coons reported that the Board discussed litigation and personnel.

Adjournment

Mrs. Swabda moved to adjourn the meeting at 10:55 a.m., seconded by Ms. Goetz. The motion was approved by a roll call vote of 8-0.

Respectfully submitted,

Mary Joyce Fenwick

Assistant Board Secretary

Resolutions:

***Note: The areas of permitted voting for the Bedminster district representative of the Board of Education are: 1) tuition charged by the sending district and bill lists or contracts to be used for the sending district's pupils; 2) new capital construction to be used by the sending district's pupils; 3) appointment, transfer or removal of teaching staff serving the sending district's pupils, including central administration; 4) addition or deletion of curricular or extracurricular programs involving the sending district's pupils.**