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**The Somerset Hills School District**  
**PUBLIC INPUT & ACTION MEETING MINUTES – MARCH 27, 2013**

**Call to Order**

The meeting was called to order at 7:30 p.m. by Mrs. Coons.

**Roll Call**

Present	Absent	Also Present
Robert Baker		Peter Miller
Donna Coons		Barbara Walls
John Dorr		Nancy Lee Hunter
Julie Goetz		
Deborah Hawkins		
Linda Kragie		
Nancy Palazzolo		
Louis Palma		
Susan Petrilli		
Lauriann Swadba		

**Executive Session**

At 6:30 p.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, Student Matter and Legal Matters.

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 10-0. The Board returned to public session at 7:30 p.m. Mrs. Coons reported that the Board discussed Personnel, Student matters and Legal Matters.

**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**

### **Correspondence**

1. Email from Sherry Frawley, Bernardsville Environmental Commission
2. Letter from Sherry Frawley and Tom Voss, Bernardsville Environmental Commission
3. Letter from Lee Honecker, Mayor
4. Letter from Jim Ferrara

### **Report of the Superintendent**

1. SHEF Endowment Fund

Lynne Brum was in attendance at the meeting and announced the development of the S.H.E.F. Endowment Fund in Peter Miller's name.

Mrs. Coon's thanked SHEF for all their hard work and dedication to the school district. SHEF works tirelessly year after year to organize and deliver a tremendously successful chili cook off fundraising event that raises an extraordinary amount of money that is given back to the district in the form of grants to support the education and development of our students in ways we otherwise would not be able to afford.

We would like to thank SHEF for creating an endowment fund in the name of Peter Miller. I could not think of a better way to honor Mr. Miller for his many years of service. Mr. Miller's time, energy, dedication, honesty, integrity and commitment to this district have never wavered. The Board hopes that this endowment shows Mr. Miller that he will never be forgotten and will always be remembered as one of the greatest superintendent's the district ever had.

2. Student/Staff Recognition

- Congratulations to Charlie Cole who placed first at the NJ Junior Olympics (hosted by Berkeley Aquatic Club).
- BHS had 2 teams competing in the Moody's Mega Math Challenge. A scholarship program for high school students that is a 14-hour math competition.

- Winter Athletic Titles

<u>Divisional Titles</u>	<u>District Titles</u>	<u>Sectional Titles</u>
Girls Fencing	Girls Fencing	Boys Winter Track
Ice Hockey		Girls Winter Track
Girls Swimming		

- Swimming – In the Raritan Division Bernards had 12 swimmers named to the All-Conference Team.
- Fencing – Kristen Coury finished 4<sup>th</sup> in the State in Foil and Lizzie Elkin finished 8<sup>th</sup> in Epee.
- Meeting of the Champions – 9 students qualified for the swimming.

## 3. Personnel

Mrs. Coons announced the appointment of Dr. Frances Wood as the new Superintendent of Schools. Dr. Wood will be accepting a 5 year contract that has a salary capped at \$157,500 for the term of the contract. Dr. Wood's position will be effective July 1, 2013.

Dr. Wood has been the Superintendent of the Highland Park School District for 5 years and prior to that she was the Assistant Superintendent for curriculum and instruction at Highland Park for two years. Dr. Wood held the positions of Middle School principal and assistant principal, HS guidance counselor and HS social studies teacher as well as the basketball coach.

Mrs. Hawkins moved Personnel Resolution #1, seconded by Mr. Palma. Resolution #1 was approved by a unanimous roll call vote of 10-0.

<u>Action</u>	1. <u>Approve Appointment of Superintendent*</u>
<u>Resolution</u>	Resolved, that the Somerset Hills Board of Education approve the appointment of Frances Wood, Ed.D., Superintendent of Schools, at an annual salary of \$157,500 effective July 1, 2013 through June 30, 2018. (Miller)

## 4. 2013-2014 Annual School Budget Hearing

Mr. Miller and Mrs. Hunter gave a power point presentation on the 2013/2014 school budget and answered questions from the Board.

**Public Questions & Comments**

None

**Approval of Minutes**

<u>Action</u>	1. <u>Approval of Minutes</u>
<u>Resolution</u>	Mr. Palma moved that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for February 20, 2012. Mrs. Goetz seconded the motion. The motion was approved by a roll call vote of 10-0.

<u>Action</u>	2. <u>Approval of Minutes</u>
<u>Resolution</u>	Mr. Palma moved that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for February 26, 2012. Mrs. Goetz seconded the motion. The motion was approved by a roll call vote of 10-0.

<u>Action</u>	3. <u>Approval of Minutes</u>
<u>Resolution</u>	Mr. Palma moved that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for March 5, 2013. Mrs. Goetz seconded the motion. The motion was approved by a roll call vote of 10-0.

**Finance****Committee Report**

Mr. Dorr gave the report. The committee met on March 19, 2013.

Action Items

Mr. Dorr moved Finance resolution 1-14, seconded by Mr. Palma. Resolutions 1- 14 were approved by a roll call vote of 10-0.

Action Resolution1. Board Secretary & Treasurer Reports & Board Certification\*

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

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$6,434,317.11	\$6,434,317.11
(20) Special Revenue Fund	\$(243,839.57)	\$(243,839.57)
(30) Capital Projects Fund	\$(101,596.03)	\$(101,596.03)
(40)Debt Service Fund	\$820,062.55	\$820,062.55
Total Government Funds	\$6,908,944.06	\$6,908,944.06

(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 Resolution2. Approve 2012-2013 Budget Transfers\*

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

Action Resolution3. Payment of Bills\*

WHEREAS, the Board Secretary has presented a check register dated February 2013 covering check numbers 27928 to 27942 in the amount of \$2,813,112.23 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:

<b>FUND</b>	<b>AMOUNT</b>
(10) General Fund	\$2,703,445.50
(20) Special Revenue Fund	\$9,889.73
(30) Capital Projects Fund	\$32,640.00
(40) Debt Service Fund	\$66,701.00
(60) Cafeteria Fund	\$436.00
<b>TOTAL</b>	<b>\$2,813,112.23</b>

WHEREAS, the Board Secretary has presented a check register dated March 2013 covering check numbers 27943 to 28145 in the amount of \$4,294,879.40 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:

<b>FUND</b>	<b>AMOUNT</b>
(10) General Fund	\$2,054,254.61
(20) Special Revenue Fund	\$186,976.66
(30) Capital Projects Fund	\$12,000.00
(40) Debt Service Fund	\$1,983,850.00
(60) Cafeteria Fund	\$57,798.13
<b>TOTAL</b>	<b>\$4,294,879.40</b>

Action  
Resolution

4. Adoption of the 2013-2014 Budget \*

RESOLVED that the Somerset Hills Board of Education adopt the 2013-2014 Budget (attached) as approved by the County Superintendent of Schools;

And, be it further

RESOLVED that the Somerset Hills Board of Education approves that the 2013-2014 general fund tax levy of \$28,163,596. and the debt service fund tax levy of \$3,165,670, for a total tax levy of \$31,329,266 which represents a 1.6% increase from the tax levy for the previous school year.

Action  
Resolution

5. Approve i-Energy Partners\*

Resolved, that the Somerset Hills Board of Education approve i-Energy Partners to provide Class 5 utility tracking software and to analyze results from December 1, 2012 to June 30, 2013 for a fee of \$1,167.

Action  
Resolution

6. Accept Donation

Resolved, that the Somerset Hills School District accept, with gratitude, a donation of \$8,131.37 from Bernardsville Middle School HSA for the purchase of Chrome Books.

Action  
Resolution

7. Approve Nonpublic Instructional Services\*

Resolved, that the Somerset Hills Board of Education approve the Nonpublic Instruction Services Agreement with Somerset County Educational Services Commission for Chapters 192/193, IDEA, Non-Public Textbook, Non-Public Technology, Non-Public Nursing for the 2013-2014 school year.

Action  
Resolution

8. Approve Tuition Student

Resolved, that the Somerset Hills Board of Education approve the child of Mr. & Mrs. Morra as a kindergarten tuition student for the 2012-2013 school year at an annual rate of \$11,713, prorated.

Action  
Resolution

9. Approve Tuition Student

Resolved, that the Somerset Hills Board of Education approve the children of Mr. & Mrs. DeRosa as kindergarten tuition students (2) for the 2012-2013 school year at an annual rate of \$11,713, per child, prorated.

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- Action Resolution 10. Approve Tuition Student  
Resolved, that the Somerset Hills Board of Education approve the child of Mr. & Mrs. Wellington as a Grade 2 tuition student for the 2012-2013 school year at an annual rate of \$13,300, prorated.
- Action Resolution 11. Approve Tuition Student  
Resolved, that the Somerset Hills Board of Education approve the child of Mr. & Mrs. Vilson as a Grade 2 tuition student for the 2012-2013 school year at an annual rate of \$13,300, prorated.
- Action Resolution 12. Appointing Broker/Risk Management Consultant- (NJSBAIG)\*  
Whereas, the Somerset Hills Board of Education had previously resolved to join the New Jersey School Boards Association Insurance Group (“NJSBAIG”) subject to a previously executed board resolution; and  
Whereas, the Bylaws of NJSBAIG requires that each entity designate a Broker/Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and  
Whereas, the Bylaws indicate that NJSBAIG shall pay each Broker/Risk Management Consultant a fee to be established annually by the fund;  
Now therefore, be it resolved that the Somerset Hills Board of Education, does hereby appoint Centric Insurance Agency of New Providence, NJ as its Broker/Risk Management Consultant in accordance with the Fund’s Bylaws and authorizes the execution of a Broker of Record appointment letter evidencing said appointment. This appointment is effective May 1, 2013.
- Action Resolution 13. Appointing Broker/Risk Management Consultant\*  
Whereas, the Somerset Hills Board of Education has purchased property, liability (commonly referred to as package insurance), student accident insurance, crime bonds, and excess liability insurance through various insurers with an expiration date of July 1, 2013  
Whereas, the insurers for these coverages and other property & casualty coverage carried by the Somerset Hills Board of Education (not included in the coverage provided through NJSBAIG) allow for re-appointment of the Broker of Record at the direction of the Somerset Hills Board of Education  
Now therefore, be it resolved that the Somerset Hills Board of Education, does hereby appoint Centric Insurance Agency of New Providence, NJ and Brown & Brown Benefit Advisors of Lambertville, NJ as its Broker for its student accident insurance and property & casualty insurance policies (not provided through NJSBAIG) and authorizes the execution of a Broker of Record letter evidencing said appointments. This appointment is effective May 1, 2013.
- Action Resolution 14. Approve Right To Know Professional\*  
Resolved, that the Somerset Hills Board of Education approve Rullo & Juillet Associates for Right to Know and PEOSH Hazard Communication Standard compliance at a cost of \$3,469, for the 2012 survey.

**Curriculum****Committee Report**

Mr. Palazzolo gave the report. The committee met on March 5 and 19, 2013.

**Action Items**

Mrs. Palazzolo moved Curriculum resolutions #1-4, seconded by Mr. Palma. Resolutions #1-4 were approved by a roll call vote of 10-0.

**Action**1. **Approve Field Trips\*****Resolution**

Resolved, that the Somerset Hills Board of Education approve the following field trips:

<b>School</b>	<b>Trip</b>	<b>Date(s)</b>	<b># of Students</b>	<b># of Faculty</b>	<b># of Chaperones</b>
BHS	a) Girls Track Team White Plains High School White Plains, NY	5/9/13	4	1	0
BHS	b) Girls Track Team University of Pennsylvania Philadelphia, PA	4/25/13	13	2	0
BHS	c) Guidance/College & Career Center NJACAC College Fair Meadowlands Expo Center Secaucus, NJ	4/24/13	50	4	0
BMS	d) 6 <sup>th</sup> Grade Liberty Science Center Jersey City, NJ View IMAX film & tour exhibits	5/22/13	144	8	15
BES	e) Kindergarten Team Turtle Back Zoo West Orange NJ	5/29/13	123	10	18
BHS	f) Algebra 1 Resource Math Classes Kings & Peapack-Gladstone Banks Bernardsville NJ	5/16-17- 20/13 Raindate 5/21/13	4	1	1

**Action**2. **Approve Professional Development\*****Resolution**

Resolved, that the Somerset Hills Board of Education approve the following professional development:

School	Name	Workshop/Conference	Est. Cost	Date
BHS	a) Bracero, Jeannette	Making Best Use of Cutting-Edge Technology in the World Language Classroom	\$229.00	4/19/13
BES	b) Davis-Campbell, Malinda	The Essentials of Harassment, Intimidation and Bullying Investigations	\$125.00	5/9/13
BHS	c) Dooley, Megan	SUCH Counselor Tour	\$117.18	4/28-5/1/13
BES	d) Driska, Sheila	Children Who Struggle to Speak	\$199.00	5/3/13
BES	e) Freda, Michele	Powerful Interactions: Using Teaching in the Inclusive Preschool Classroom	\$52.00	4/25/13; 5/6/13
BHS	f) Grund, John	The Essentials of Harassment, Intimidation and Bullying Investigations	\$125.00	5/7/13
BHS	g) Grund, John	2013 Internal Technical Skills & Testing	\$434.71	4/23-25/13
BES	h) Kasulanis, Sally	NJSHA Convention	\$297.12	4/25-26/13
Olcott	i) Mitchell, Margaret	Power School Users Group Conference	\$240.80	4/22-23/13
BHS	j) Sosely, Anna	How to Stop Bullying at Your School	\$199.00	4/18/13
Olcott	k) Walls, Barbara	Kim Marshall Principal Evaluation System	\$80.00	5/31/13
BES	l) Weber Hummel, Lisa	NJSHA Annual Convention	\$263.30	4/25-26/13

### 2013 – 2014 School Year

School	Name	Workshop/Conference	Est. Cost	Date
BES	m) Butler, Coleen	The Reading and Writing Project: Summer Writing Institute	\$700.00	8/5-9/13
BES	n) Falzarano, Sarah	The Reading and Writing Project: Summer Reading Institute	\$920.00	7/1-6/13
BES	o) Fischer, Dana	The Reading and Writing Project: Summer Reading Institute	\$895.00	7/1-6/13
BES	p) Fischer, Susan	The Reading and Writing Project: Summer Reading Institute	\$700.00	8/12-16/13
BES	q) Fulton, Cynthia	The Reading and Writing Project: Writer's Workshop	\$920.00	8/5-9/13
BES	r) Jongema, Holly	The Reading and Writing Project: Writer's Workshop	\$920.00	8/5-9/13
BES	s) Mastrangeli, Karen	The Reading and Writing Project: Summer Reading Institute	\$945.00	7/1-6/13
BES	t) Rosenthal, Margaret	The Reading and Writing Project: Summer Reading Institute	\$700.00	7/1-6/13

- Action Resolution Information
3. Approve Elementary Secondary Education Action Plans\*  
 Resolved, that the Somerset Hills Board of Education approve the action plans to address the progress targets in the Elementary Secondary Education Act.  
 An action plan to address the needs of the economically disadvantaged students in mathematics and language arts literacy at Bernardsville Middle School and an action plan to address the needs



of students schoolwide in literacy at Bedwell School are posted on the district webpage, www.shsd.org, under the curriculum department site.

- Action 4. Approve Harassment, Intimidation and Bullying Assignment\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the following Harassment, Intimidation and Bullying (HIB) assignment effective February 18, 2013 for the 2012-2013 school year:  
 Patricia Lampa-Middle School Anti-Bullying Specialist.

## **Facilities & Operations**

### Committee Report

Mr. Palma gave the report. The Facilities & Operations committee met on March 19 & 27, 2013. As part of his report, Mr. Palma stated that the Facilities & Operations committee had received an alternate proposal from the neighbors for the B.H.S. lower field. The Facilities & Operations committee is recommending moving forward with the revised proposal from T&M as it best meets the needs of the school district.

### Action Items

Mr. Palma moved Facilities & Operations resolutions #1 & 3, seconded by Ms. Kragie. Resolutions #1 & 3 were approved by a roll call vote of 10-0. Resolution #2 was postponed until a later date.

- Action 1. Award Bid Upper Gym Floor Replacement  
Resolution Bids for the upper gym floor replacement were received as follows:

Classic Floor Finishing, Inc.	\$82,300
*Gillespie Group, Inc.	\$62,372
North Eastern Hardwood Floors, Inc.	\$90,342

\*Gillespie Group, Inc. withdrew their bid because of an error in their calculation.

Resolved, that the Somerset Hills Board of Education award the bid for the replacement of the Bernards High School Upper Gym Floor to Classic Floor Finishing, Inc. for \$82,300.

Motion was postponed:

- Action 2. Bedwell/Middle School Campus Safety Study  
Resolution Resolved, that the Somerset Hills Board of Education approve the proposal for engineering design, permitting, construction administration and inspection services for the Traffic Calming Improvements at the Bedwell/Middle School Campus at a cost of \$15,000.

- Action 3. Approve Resolution to Oppose S-1191/A-3627\*  
Resolution Be it resolved to approve the attached resolution, opposing Bill S-1191/A-3627 which undermines a School District/s ability to subcontract services.

## **Policy**

### Committee Report

There was no report.

### Action Items

Mr. Palma moved Policy resolutions #1-8, seconded by Mrs. Hawkins. Resolutions #1-6, 8 were approved by a roll call vote of 10-0. Resolution #7 was postponed.

- Action 1. Approve First Reading and Adoption Bylaw #0155 Board Committees - Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Bylaw #0155 Board Committees – Revised.
- Action 2. Approve First Reading and Adoption Policy #9150 – School Visitors – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading and adoption of Policy #9150 – School Visitors – Revised.
- Action 3. Approve First Reading Policy #6113 E-Rate – New  
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #6113 E-Rate – New.
- Action 4. Approve Second Reading and Adoption Policy #2431 Athletic Competition (M) – Revised  
Resolution Resolved, that the Somerset Hills Board of Education approve second reading and adoption of Policy #2431 Athletic Competition (M) – Revised.
- Action 5. Approve Second Reading and Adoption Regulation #2431.1 Emergency Procedures for  
Resolution Athletic Practices and Competitions (M) - Revised  
Resolved, that the Somerset Hills Board of Education approve second reading and adoption of Regulation #2431.1 Emergency Procedures for Athletic Practices and Competitions (M) – Revised.
- Action 6. Approve Second Reading and Adoption Regulation 2431.2 Medical Examinations to  
Resolution Determine Fitness for Participation in Athletics (M) - Revised  
Resolved, that the Somerset Hills Board of Education approve second reading and adoption of Regulation 2431.2 Medical Examinations to Determine Fitness for Participation in Athletics (M) – Revised.
- Motion was postponed:
- Action 7. Approve Second Reading and Adoption Policy #6163 Advertising on School Property –  
Resolution New  
Resolved, that the Somerset Hills Board of Education approve second reading and adoption of Policy #6163 Advertising on School Property – New.
- Action 8. Approve Second Reading and Adoption Policy #6164 Advertising on School Buses –  
Resolution New  
Resolved, that the Somerset Hills Board of Education approve second reading and adoption of Policy #6164 Advertising on School Buses – New.

**Personnel****Committee Report**

Mrs. Hawkins gave the report. The committee met on March 5, 2013.

**Action Items**

Mrs. Hawkins moved Personnel resolutions #2-34, seconded by Mr. Palma. Resolutions #2-34 were approved by a roll call vote of 10-0.

All personnel action is on the recommendation of the Superintendent.

- Action Resolution** 2. **Approve Appointment of Paraprofessional**  
Resolved, that the Somerset Hills Board of Education approve the appointment of Marc Maratea, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective March 18, 2013 for the 2012-2013 school year. (Buss)
- Action Resolution** 3. **Approve Appointment of Paraprofessional**  
Resolved, that the Somerset Hills Board of Education approve the appointment of Jessica d'Anunciacao, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective March 19, 2013 for the 2012-2013 school year. (New)
- Action Resolution** 4. **Approve Appointment of Nurse Clerk**  
Resolved, that the Somerset Hills Board of Education approve the appointment of Laura Worstell, part time district nurse clerk, at an hourly rate of \$34.59 (not to exceed 15 hours per week) effective March 11, 2013 for the 2012-2013 school year. (New)
- Action Resolution** 5. **Approve Long Term Substitute**  
Resolved, that the Somerset Hills Board of Education approve Erika Werner, special education long term substitute at Bedwell Elementary School effective March 14, 2013 through June 30, 2013 at a per diem rate of \$260. (Wotanowski)
- Action Resolution** 6. **Approve Long Term Substitute**  
Resolved, that the Somerset Hills Board of Education approve Megan Mahoney, preschool long term substitute at Bedwell Elementary School effective March 25, 2013 through June 30, 2013 at a per diem rate of \$260. (Wotanowski)
- Action Resolution** 7. **Approve Long Term Substitute\***  
Resolved, that the Somerset Hills Board of Education approve Margaret Dolson, media specialist long term substitute at Bernards High School effective May 8, 2013 through June 30, 2013 at a per diem rate of \$260. (Kulakowski)
- Action Resolution** 8. **Approve Long Term Substitute Assignment Extension**  
Resolved, that the Somerset Hills Board of Education approve an extension for Patricia Lampa, school counselor long term substitute assignment at Bernardsville Middle School from April 16, 2013 through June 30, 2013. (Rigler)

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- Action Resolution 9. Accept Resignation  
Resolved, that the Somerset Hills Board of Education accept the resignation of Adrienne Buss, part time special education paraprofessional effective March 15, 2013.
- Action Resolution 10. Accept Resignation  
Resolved, that the Somerset Hills Board of Education accept the resignation of Tabitha Gansler, part time special education paraprofessional effective April 17, 2013.
- Action Resolution 11. Accept Resignation  
Resolved, that the Somerset Hills Board of Education accept the resignation of Lenore Fornabio, special education teacher at Bedwell Elementary School effective March 6, 2013.
- Action Resolution 12. Accept Resignation\*  
Resolved, that the Somerset Hills Board of Education accept the resignation of Zakee Roberts, district custodian effective February 28, 2013.
- Action Resolution 13. Accept Retirement\*  
Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Suzanne Cutler, English teacher at Bernards High School effective June 30, 2013 with thanks for 25 years of service to the district.
- Action Resolution 14. Accept Retirement  
Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Sybil Cozin, social studies/academic support teacher at Bernardsville Middle School effective July 1, 2013 with thanks for 10.5 years of service to the district.
- Action Resolution 15. Accept Retirement\*  
Resolved, that the Somerset Hills Board of Education accept, with regret, the retirement of Mary Yuknis, Spanish teacher at Bernards High School effective June 30, 2013 with thanks for 14 years of service to the district.
- Action Resolution 16. Approve Parenthood Leave  
Resolved, that the Somerset Hills Board of Education approve a parenthood leave for Jessica McGinn, health and physical education teacher at Bernardsville Middle School from September 1, 2013 through March 31, 2014 (first day of marking period 4 is to be determined).
- Action Resolution 17. Approve Job Descriptions\*  
Resolved, that the Somerset Hills Board of Education approve the following job descriptions:  
a. Supervisor of Instructional Technology-11 months  
b. Supervisor of Student Services -12 months
- Action Resolution 18. Approve Revised Job Description\*  
Resolved, that the Somerset Hills Board of Education approve the revised job description for Director of Curriculum.

- Action 19. Approve After School Duty  
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members for an after school duty at Bernardsville Middle School, 15 minutes per day, Tuesday through Friday, as assigned for the 2012-2013 school year:

<b>Name</b>	<b>Effective</b>	<b>Rate</b>
Majewski, Tiffany	1/28/13	hourly per diem rate
Dokus, Samuel	2/11/13	hourly per diem rate
Fitzgerald, Marianne	1/28/13	hourly per diem rate

- Action 20. Approve Title 3i Math Program Instructors and Translators  
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Title 3i Math Program instructors and translators for the eight week after school program at Bernards High School beginning on April 11, 2013 at an hourly rate of \$59.11. (Funded by NCLB)

Tutor/Mentor (not to exceed 22 hours each)

Collins, Kay

Costigan, Rita

Translator (not to exceed 4 hours each)

Sosely, Anna

Yuknis, Mary

- Action 21. Approve Girls on the Run Program Coaches  
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Girls on the Run program coaches at Bedwell Elementary School beginning April 9, 2013 for 10 weeks at an hourly rate of \$59.11. (Funded by NCLB and Municipal Alliance Committee)

<b>1 Session Weekly</b>	<b>2 Sessions Weekly</b>	<b>Substitute</b>
Davitt, Robin	Ayers, Karen	DeTrollo, Karen
Leonard, Melissa	Freda, Michele	
	Rokosky, Deborah	

- Action 22. Approve Appointment of Tutor Mentors  
Resolution Resolved, that the Somerset Hills Board of Education approve the following tutor mentors for the six week after school program at Bedwell Elementary School beginning March 25, 2013 at an hourly rate of \$59.11. (Funded by NCLB and Municipal Alliance Committee)

<b>1 Session Weekly</b>	<b>Substitute</b>
Maddaluna, Patricia	George, Karen

- Action 23. Approve Adoption of the Teacher Evaluation System\*  
Resolution Resolved, that the Somerset Hills Board of Education approve the adoption of Danielson 2007 and iObservation as the district's teacher evaluation system.

- Action 24. Approve Appointment of ABA Home Programmer

Resolution Resolved, that the Somerset Hills Board of Education approve Reginald Hampton, ABA home programmer at an hourly rate of \$39.56 (not to exceed 1.5 hours per week) for the 2012-2013 school year.

Action 25. Approve Appointment of Home Instructor

Resolution Resolved, that the Somerset Hills Board of Education approve the following home instructor for the 2012-2013 school year:

<b>Name</b>	<b>Home Instructor</b>	<b>Certificate</b>
Murawinski, Michael	English/Teacher of Students with Disabilities	Standard

Action 26. Approve Appointment of Volunteer\*

Resolution Resolved, that the Somerset Hills Board of Education approve the following volunteer position at Bernards High School for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Witty, Dean	Lacrosse	Volunteer

Action 27. Approve Appointment of Substitutes\*

Resolution Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2012-2013 school year:

<b>Name</b>	<b>Substitute Position</b>	<b>Certificate</b>
a) Chittenden, Barbara	Nurse	Substitute Nurse
b) d'Anunciacao, Jessica	Teacher/Paraprofessional	CEAS
c) Dabb, Jaspreet	Teacher	Substitute Credential
d) Ferrara, Samantha	Paraprofessional	Substitute Credential
e) Hauser, Anna	Teacher/Paraprofessional/Secretary	Substitute Credential
f) Maratea, Marc	Teacher/Paraprofessional	CE
g) Silberstein, Howard	Teacher/Paraprofessional/Secretary	Substitute Credential
h) Wrede, Randi	Teacher	Substitute Credential
i) Godhwani, Jasmaile	Teacher/Paraprofessional	Substitute Credential
j) Hancock, Patrick	Teacher/Paraprofessional	CEAS

Action 28. Approve Appointment of Paraprofessional

Resolution Resolved, that the Somerset Hills Board of Education approve Jasmaile Godhwani, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective April 15, 2013 for the 2012-2013 school year. (Maurer)

Action 29. Accept Resignation

Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Virginia Harknett, secretary at Bernards High School effective May 10, 2013.

Action 30. Accept Resignation  
Resolution Resolved, that the Somerset Hills Board of Education accept the resignation of Virginia Harknett, district transportation coordinator effective May 3, 2013.

Action 31. Approve Parenthood Leave  
Resolution Resolved, that the Somerset Hills Board of Education approve a parenthood leave for Megan Cooper, grade 1 teacher at Bedwell Elementary School from May 16, 2013 through on or about November 11, 2013 (first day of marking period 2 is to be determined).

Action 32. Approve Title 3i Program Tutor Mentors  
Resolution Resolved, that the Somerset Hills Board of Education approve the following staff members as Title 3i program tutor mentors for the eight week after school program at Bernardsville Middle School beginning on April 11, 2013 at an hourly rate of \$59.11. (Funded by NCLB)  
Tutor/Mentor (not to exceed 16 hours each)  
 DeRoberts, Theresa  
 Furbish, Mary Ellen

Action 33. Amend Appointment  
Resolution Resolved, that the Somerset Hills Board of Education amend the appointment of Heather Hunkele, Crimson advisor from September 1, 2012 until May 3, 2013.

Action 34. Approve Co-Curricular Position  
Resolution Resolved, that the Somerset Hills Board of Education approve the following co-curricular position for the 2012-2013 school year:

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Stipend</u>
O'Brien, Janice	BHS	Crimson	\$5,374 (5/6/13-6/30/13) prorated

### **Community Relations**

None

### **Supplementary Matters**

- Several board members said the B.H.S. musical, A Funny Thing Happened On The Way To The Forum, was done professionally and extremely well. It was enjoyed by all who attended.
- Board Members thanked S.H.E.F. for the wonderful time at the Chili Cook Off event they attended.

### **Public Questions & Comments**

- Several baseball parents expressed their concerns that the baseball and softball fields are not safe and are not playable. There were also comments that Lacrosse and Football continue to use these fields and contribute grit to the breakdown of the fields.
- Mrs. DePodwin and several neighbors requested clarification on the B.H.S. lower field project. There was concern that the "ditch" is actually an intermittent stream. The neighbors were pleased that the Board is undertaking a wetlands delineation determination by the DEP of the entire area.

**Adjournment**

Mr. Palma moved to adjourn the meeting at 9:50 p.m., seconded by Ms. Goetz. The motion was approved by a roll call vote of 10-0.

Respectfully submitted,

*Nancy Lee Hunter*  
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.