
The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – JANUARY 13, 2010

Call to Order

The Public Input & Action meeting was called to order at 6:30 p.m. by Mrs. Coons, President.

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 regular 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.

Roll Call

Present

Robert Baker
Donna Coons
John Dorr
Deborah Hawkins
Linda Kragie
Karen McMahon
Nancy Palazzolo
Louis Palma
Alice Rose
Lauriann Swadba

Absent

Also Present

Peter Miller
Nancy Lee Hunter
Barbara Walls

Executive Session

At 6:40 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, Litigation and Contract 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.

Mrs. Hawkins 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 7:15 p.m. Mrs. Coons reported that the Board discussed personnel and litigation items while in executive session.

Pledge of Allegiance

Correspondence

None

Report of the Superintendent

1. Student/Staff Recognition

Mr. Miller congratulated B.H.S. Senior Kristin Smoot who set a Somerset County Track & Field record at Lehigh University. The 4x400 Relay team of Isabel Henderson, Courtney Waite, Liz Sharkey and Kristin Smoot also set a Somerset County record.

Mr. Miller continued that notice was received from the NJ State Interscholastic Athletic Association on B.H.S.'s fine sportsmanship activities for the 2008-2009 school year. The district is proud of our athletes, coaches and fans to be included on this list of school who are free of any disqualifications.

2. Mr. Miller reported that NJQSAC monitoring will be January 25 & 26, 2010.

3. Regionalization studies are on hold in Somerset County. There has been no movement towards regionalization from the Somerset County Office.

4. School Board Recognition Month

Proclamation

WHEREAS, during 2009-2010, New Jersey's public schools will serve nearly 1.37 million children in pre-kindergarten through twelfth grade; and

WHEREAS, New Jersey's 4,800 local board of education members devote countless hours, at no pay, to the oversight of school district operations including finances, curriculum and staffing; and

WHEREAS, as the policy making bodies for local school districts, New Jersey's local boards of education endeavor to meet the challenges facing public schools and help students achieve state academic standards; and

WHEREAS, the National School Boards Association and the New Jersey School Boards Association have declared January 2010 to be School Board Recognition Month; and

WHEREAS, by making meaningful contributions to our schools and communities, the dedicated members of local school boards have enhanced our State and Nation;

NOW, THEREFORE, I, JON S. CORZINE, Governor of the State of New Jersey, do hereby proclaim

JANUARY 2010

AS

SCHOOL BOARD RECOGNITION MONTH

School Board Recognition Month comes at an opportune time of year, when New Jersey citizens interested in public education consider candidacy for their local boards of education. This year, **March 1** is the deadline for candidates to file nominating petitions with their local school board in order to get their name on the ballot for the 2010 Annual School Election. The election will take place on April 20th and School Board vacancies in the Somerset Hills School District are as follows:

Bernardsville – 3 Vacancies

(Currently filled by Robert Baker, John Dorr and Donna Coons)

Peapack Gladstone and Far Hills – No Vacancy

Public Questions & Comments

Approval of Minutes

Action 1. Approval of Minutes*

Resolution Mrs. Hawkins moved that the Public Input & Action and Executive meeting minutes of December 16, 2009 be approved. Mrs. Swadba seconded the motion. Roll call vote 9-0-1. Mr. Dorr abstained.

Action 2. Approval of Minutes*

Resolution Mrs. Hawkins moved that the Special Meeting and Executive meeting minutes of December 21, 2009 be approved. Mrs. Swadba seconded the motion. Roll call vote 10-0.

Finance

Committee Report & Discussion

Mr. Dorr reported that the committee met on January 4, 2010 with presentations from all Principals. February 24, 2010 is the first public presentation of the budget.

Action Items

Mr. Dorr moved Finance resolutions 1-4, seconded by Ms. Kragie. The resolutions were approved by unanimous vote of 10-0.

Action 1. Payment of Bills*

Resolution WHEREAS, the Board Secretary has presented a check register dated January 6, 2010 covering check numbers 19551 to 19728 in the amount of \$3,183,906.63 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	\$3,109,842.76
(20) Special Revenue Fund	\$69,164.87
(30) Capital Projects Fund	\$4,000.00
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	899.00
TOTAL	3,183,906.63

Action 2. Approve Out of District Placement*

Resolution Resolved, that the Somerset Hills Board of Education approve the out of district placement for special education student #20111127 to attend Somerset County Vocational School TOPS Program effective January 4, 2010.

Action 3. Approve Submission of Memorandum of Agreement

Resolution Resolved, that the Somerset Hills Board of Education approve the submission of a Memorandum of Agreement to the N.J. Department of Education for participation in the "Race to the Top" federal grant.

Action 4. Approve District Tax Shelter Plans

Resolution Resolved, that the Somerset Hills Board of Education approve the following district tax shelter plans:
 T. Rowe Price
 Vanguard

Curriculum

Committee Report & Discussion

Mrs. Palazzolo reported that the committee met on January 5, 2010.

Action Items

Mrs. Palazzolo moved Curriculum resolutions 1-4, seconded by Mrs. Hawkins. The resolutions were approved by unanimous vote of 10-0.

Action 1. **Approve Field Trips***

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

School	Trip	Date(s)	# of Students	# of Faculty	# of Chaperones
BMS	a) French Students Cirque du Soleil, NYC	5/7/10	45	3	1 (Nurse)
BMS	b) Drama Club Theatrefest Competition Chatham Middle School, NJ	3/20/10	20	3	3
BHS	c) Biology, Chemistry, Physics Teams NJ Science League Competitions Ridge HS, Mendham HS, Chester HS, Mt. Olive HS	1/14/10 2/11/10 3/11/10 4/08/10	17-27	3	0

Action 2. **Approve Professional Development**

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

Name	To	Estimated Cost	Date
a) Palek, Timothy	NAHPERD Annual Convention	\$125.00	1/25/10

Action 3. **Approve B.H.S Course Title Changes***

Resolution Resolved, that the Somerset Hills Board of Education approve the following B.H.S course title changes for the 2010-2011 school year:

- Conceptual Biology to Biology
- Conceptual Chemistry to Chemistry
- Conceptual Physics to Physics
- HSPA Foundations to Algebra II

Action 4. Approve BHS Math Course *
Resolution Resolved, that the Somerset Hills Board of Education approve the following B.H.S math course for the 2010-2011 school year: Algebra I

Facilities & Operations

Committee Report & Discussion

Mr. Palma reported that he and Mr. Miller met with the B.H.S. architectural class where they presented the flag pole area design.

Mr. Miller distributed two (2) alternates to the 2010-2011 calendar being voted on at this meeting for the first reading.

Action Items

Mr. Palma moved Facilities & Operations resolutions 1-4, seconded by Ms. Kragie. Resolutions 1-3 were approved by unanimous vote of 10-0. Resolution 2 was approved by a vote of 9-0. Resolution 4 was approved by a vote of 7-0-3. Mrs. Hawkins, Mrs. McMahon, Mr. Palma voted no.

Action 1. Authorize Project Submission for Energy Savings Improvement Project*
Resolution Resolved, that the Somerset Hills Board of Education authorizes the project submission for the Energy Saving Improvement Project at Bedwell Elementary School, Bernardsville Middle School and Bernards High School to the N.J. Department of Education for ROD grant consideration; and
Authorize Spiezle Architectural Group, Inc. to submit the ROD grant application for Energy Savings Improvement Project at Bedwell Elementary School, Bernardsville Middle School and Bernards High School to the NJ Department of Education and amend the district's Long Range Facility Plan to be consistent with the projects on behalf of the Somerset Hills Board of Education.

Action 2. Approve Guide for Standard Operating Procedures & Internal Controls
Resolution Resolved, that the Somerset Hills Board of Education approve the Guide for Standard Operating Procedures & Internal Controls.

Action 3. Approve First Reading - 2010-2011 Calendar*
Resolution Resolved, that the Somerset Hills Board of Education approve the first reading of the 2010-2011 school calendar.

**THE SOMERSET HILLS SCHOOL DISTRICT
 2010-2011 Calendar**

Month	Date	Significance	# Student Days	# Staff Days
September	1	Staff Only – Staff Development Day	17	19
	2	Staff Only – Staff Development Day		
	7	1 st Day of Classes		
	9	No School – Rosh Hashanah		
October	11	Staff Only – Staff Development Day	20	21
November	4-5	No School – NJEA Convention	18	18
	24	Early Dismissal – Thanksgiving		
	25-26	Holiday No School – Thanksgiving Holiday		
December	23	Early Dismissal – Winter Holidays	17	17
	24-31	No School – Winter Holidays		
January	3	Classes Resume	20	20
	17	No School - Martin Luther King Day		
February	21 -25	No School – Mid-Winter Break	15	15
March			23	23
April	11 - 15	No School – Spring Recess	15	15
	22	No School – Good Friday		
	25	1 st Snow Make-up Day		
May	27	2 nd Snow Make-up Day	21	21
	30	No School – Memorial Day		
	31	3 rd Snow Make-up Day		
June	23	Last Day for Students (Thursday)	17	18
	24	Last Day for Staff		
Totals			183	187

This calendar allows for 3 snow days.

Action Resolution

4. Approval of B.H.S. Parking Lot and Driveway*
 Resolved, that the Somerset Hills Board of Education approve the construction of the parking lot, access drive, landscaping, lighting and storm water management facilities at Bernards High School, in accordance with Application No. SP-210 as approved by the Planning Board of the Borough of Bernardsville on November 19, 2009.

Policy Committee Report & Discussion

Mrs. McMahon reported that the committee met on January 6, 2010. The next meeting is February 1, 2010 at 5 p.m.

Action Items

Mrs. McMahon moved Policy resolutions 1-9, seconded by Mr. Palma. The resolutions were approved by unanimous vote of 9-0.

Action Resolution 1. Adoption Policy #2415.03 Highly Qualified Teachers (M) – Revised
Resolved, that the Somerset Hills Board of Education approve the adoption of Policy #2415.03 Highly Qualified Teachers (M) – Revised.

Action Resolution 2. Adoption Policy #2423 Bilingual and ESL Education (M) – Revised
Resolved, that the Somerset Hills Board of Education approve the adoption of Policy #2423 Bilingual and ESL Education (M) – Revised.

Action Resolution 3. Adoption Policy #3240 Professional Development (M) – Revised
Resolved, that the Somerset Hills Board of Education approve the adoption of Policy #3240 Professional Development (M) – Revised.

Action Resolution 4. Adoption Policy #3431.3 New Jersey’s Family Leave Insurance Program – New
Resolved, that the Somerset Hills Board of Education approve the adoption of Policy #3431.3 New Jersey’s Family Leave Insurance Program – New.

Action Resolution 5. Adoption Policy #4431.3 New Jersey’s Family Leave Insurance Program – New
Resolved, that the Somerset Hills Board of Education approve the adoption of Policy #4431.3 New Jersey’s Family Leave Insurance Program – New.

Action Resolution 6. First Reading Policy #2560 Live Animals in School - Revision
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #2560 Live Animals in School – Revision.

Action Resolution 7. First Reading Policy #3126 Induction Program for Provisional Teachers - Revision
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #3126 Induction Program for Provisional Teachers – Revision.

Action Resolution 8. First Reading Policy #3281 Inappropriate Staff Conduct - Revision
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #3218 Inappropriate Staff Conduct – Revision.

Action Resolution 9. First Reading Policy #4281 Inappropriate Staff Conduct - Revision
Resolved, that the Somerset Hills Board of Education approve the first reading of Policy #4281 Inappropriate Staff Conduct – Revision.

Personnel

Committee Report & Discussion

Mrs. Hawkins reported that the committee met on January 6, 2010 and discussed job descriptions and proposed budget positions.

Mr. Miller commented on the two retirements on tonight's agenda and that the district will miss Judy Wurst and Steve Lawrence.

Action Items

Mrs. Hawkins moved Personnel resolutions 1-13, seconded by Ms. Kragie. Resolutions 1-4, 7 were approved by a vote of 9-0. Resolutions 5, 6, 8-13 were approved by a vote of 10-0.

All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. Accept Resignation
Resolved, that the Somerset Hills Board of Education accepts the resignation of Amal George, part time Special Education Paraprofessional at Bedwell, effective December 2, 2009.

Action Resolution 2. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approves the appointment of Patricia Hildebrandt as a part time Special Education Paraprofessional at Bedwell Elementary School, Step 2-3, at an annual salary of \$12,702 (prorated) effective January 4, 2010, for the 2009-2010 school year. (George)

Action Resolution 3. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approves the appointment of Jean Jackson as a part time Special Education Paraprofessional at Bedwell Elementary School, Step 1, at an annual salary of \$12,648 (prorated) effective January 4, 2010, for the 2009-2010 school year.

Action Resolution 4. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approves the appointment of Patrice Cummings as a part time Special Education Paraprofessional at Bedwell Elementary School, Step 1, at an annual salary of \$12,648 (prorated) effective January 4, 2010, for the 2009-2010 school year.

Action Resolution 5. Accept Retirement*
Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Judy Wurst, secretary at Bernards High School, effective March 1, 2010, with thanks for 26 years of service to the district.

Action Resolution 6. Accept Retirement*
Resolved, that the Somerset Hills Board of Education accepts, with regret, the retirement of Steven Lawrence, music teacher at Bernards High School, effective July 1, 2010, with thanks for 22 years of service to the district.

Action Resolution 7. Approval of Parenthood Leave
Resolved, that the Somerset Hills Board of Education approves a parenthood leave for Megan Cooper, teacher at Bedwell Elementary School, effective April 24, 2010.

Action Resolution 8. Approval of Job Descriptions*
Resolved, that the Somerset Hills Board of Education approves the following job descriptions:

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- a) Activities Technician
 - b) Activities Technician II
 - c) Assistant Superintendent
 - d) School Business Administrator/Board Secretary
 - e) Superintendent of Schools
 - f) Transportation Coordinator

Action 9. Approval of Stipend*
Resolution Resolved, that the Somerset Hills Board of Education approves the following stipend:
Activities Technician II \$1,900

Action 10. Approval of Writing Lab Proctor*
Resolution Resolved, that the Somerset Hills Board of Education approves the following Writing Lab
proctor, at an hourly rate of \$55.76, not to exceed a total of two hours per week for the 2009-
2010 school year:
High School
Suzette Given

Action 11. Approval of Co-Curricular/Athletic Positions*
Resolution Resolved, that the Somerset Hills Board of Education approve the following co-
curricular/athletic positions:
Bernards High School
Carl Porambo Winter Track: Assistant \$4,317
James Ferrara Activities Technician II \$1,900
Todd Weltler Spring Musical Volunteer
Zach Weltler Spring Musical Volunteer
Middle School
Maddalena Violillo Peer Tutoring \$1,000 *
*(funded by The Somerset Hills Youth Services Commission and Municipal
Alliance Committee)

Action 12. Approval of Substitutes*
Resolution Resolved, that the Somerset Hills Board of Education approves the following
substitutes for the 2009-2010 school year:
Teacher
Ryan Davidson Sub Certificate
Shona Kornfield Sub Certificate
Jill Stropoli Sub Certificate
Paraprofessional
Jill Stropoli
Custodian
Lone Keophrasavath

Action 13. Approve B.H.S. Ski Team Van Driver
Resolution Resolved, that the Somerset Hills Board of Education approve Marvin T. Alston as a driver for the B.H.S. Ski Team at no cost to the Board of Education starting January 14, 2010 through April 30, 2010.

Neighborhood Relations

No meeting in December. Next meeting January 17, 2010.

Community Relations

No meeting in December. Next meeting early February 2010.

Supplementary Matters

None

Public Questions & Comments

1. Mrs. Janet Waite had some comments on the proposed calendar.
2. Mr. Harry White asked for Board members to speak into their microphones and to make it clear on the agenda their names and committees for each Board member.

Adjournment

Mr. Palma made a motion to adjourn the meeting at 8:45 p.m. Ms. Kragie seconded the motion, which was passed by unanimous 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.**