
**The Somerset Hills School District
PUBLIC INPUT & ACTION MEETING MINUTES – NOVEMBER 14, 2012**

Call to Order

The meeting was called to order at 7:30 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 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
Julie Goetz
Deborah Hawkins
Linda Kragie
Karen McMahan
Nancy Palazzolo
Lauriann Swadba

Absent

Louis Palma

Also Present

Peter Miller
Nancy Lee Hunter
Barbara Walls

Executive Session

At 6:30 p.m., Mr. Baker 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 Student 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 9-0. The Board returned to public session at 7:30 p.m. Mrs. Coons reported that the Board discussed Student Matters and Personnel.

Pledge of Allegiance

Proclamation

Mayor Lee Honecker read a Proclamation of the Borough Council praising Mr. Miller for his efforts and dedication to the Somerset Hills Community before, during and after Hurricane Sandy, his assistance in opening up the high school as the only polling place for the National elections and his foresight and commitment to opening the Red Cross Shelter at Bernards High School.

Mr. Dorr and the Board presented plaques to Mr. Miller, Mrs. Walls and Mrs. Hunter thanking them for their efforts and dedication to the Somerset Hills School Community during Hurricane Sandy.

Correspondence

None

Report of the Superintendent

1. Storm Recovery Update

Mr. Miller thanked the maintenance department, custodial, technology and support staff, bus drivers, administrators for their work in preparing the schools to open after Hurricane Sandy. He especially thanked the maintenance department who worked for 14 days before, during and after the storm.

2. Student/Staff Recognition

- Congratulations to the Boys Cross Country team as they captured the North II, Group II Sectional State Championship on Saturday.
- The BHS Field Hockey team captured the Skyland Divisional Championship for the 5th year in a row.
- The Football team had a remarkable undefeated season. The Bon Fire has been postponed until Tuesday, November 20th.

Public Questions & Comments

None

Approval of Minutes *

Action

1. Approval of Minutes

Resolution

Ms. Goetz moved that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for October 17, 2012. Ms. Kragie seconded the motion. Resolution #1 was approved by a roll call vote of 8-0-1.

- Action Resolution 2. Approval of Minutes
Ms. Goetz moved that the Somerset Hills Board of Education approve the Special Meeting and Executive meeting minutes for October 19, 2012. Ms. Kragie seconded the motion. Resolution #2 was approved by a roll call vote of 9-0.

Finance
Committee Report
No report

Action Items

Mr. Dorr moved that the Somerset Hills Board of Education approve Finance Resolutions 1-4, seconded by Mr. Baker. Resolutions 1-4 were approved by a roll call vote of 9-0.

- Action Resolution 1. Payment of Bills*
WHEREAS, the Board Secretary has presented a check register dated covering check numbers 26984 to 27153 in the amount of \$3,170,295.34 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	\$2,999,345.70
(20) Special Revenue Fund	\$84,229.14
(30) Capital Projects Fund	\$86,720.50
(40) Debt Service Fund	-0-
(60) Cafeteria Fund	-0-
TOTAL	\$3,170,295.34

- Action Resolution 2. Approve Fund Raiser*
Resolved, that the Somerset Hills Board of Education approve the following fund raisers:

School	Event	Date
a) S.H.E.F.	Chili Cook Off 10 th Year Anniversary	03/23/13
b) Bernards Baseball Team	Canning @ Kings, Bedminster	02/02-03/13
c) Bernards Baseball Team	Fundraising with mythirtyone.com	11/1-30/12

- Action Resolution 3. Accept Project Learning Tree GreenWorks! Grant
Resolved, that the Somerset Hills School District accept the Project Learning Tree GreenWorks! grant in the amount of \$1,000 for B.H.S. Courtyard. Thank you to Karen DeTrolio, B.H.S. Science Teacher, for her assistance in obtaining this grant.

- Action Resolution 4. Accept Non-Public Technology Grant Purchase
Resolved, that the Somerset Hills Board of Education approve the following 2012-2013 Non-Public Technology Initiative Program purchases as per State guidelines and reviewed by the Somerset Hills Business Administrator:

	Funded	Purchases
Far Hills County Day School	\$7,878.00	\$7,773.54
The Palmer School	\$176.00	(did not participate)

School of St. Elizabeth	\$3,042.00	\$3,034.50
Totals	\$11,096.00	\$10,807.84

Curriculum**Committee Report**

Mrs. Palazzolo reported on a short meeting to discuss Bedwell and Middle School split sessions due to Hurricane Sandy.

Action Items

Mrs. Palazzolo moved that the Somerset Hills Board of Education approve Curriculum Resolutions 1-2, seconded by Mr. Baker. Resolutions 1-2 were approved by a roll call vote of 8-0-1. Mrs. McMahon abstained #2 (m).

Action Resolution1. **Approve Field Trips***

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) Forensics Club Chatham Middle School Chatham, NJ	12/1/12	20	1	1
BHS	b) Harvard Model Congress HMC Conference Boston, MA	02/21/13	25	3	0
BMS	c) B.H.S. Ski Racing Team Killington Ski Resort c) Killington, VT	12/6-9/12	18	6	0

Action Resolution2. **Approve Professional Development***

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

School	Name	Workshop/Conference	Est. Cost	Date
BES	a) Jaeger, Laraine	Practical Strategies to Implement the New Common Core Mathematics Standards	\$225.00	12/18/12
BMS	b) Jandoli, Denise	Greenwich Japanese School Lesson Study Open House	\$85.00 NCLB Funds	11/16/12
BES	c) King, Dawn	Greenwich Japanese School Lesson Study Open House	\$131.31 NCLB Funds	11/16/12
BES	d) Leavenworth, Patrice	Practical Strategies for Meeting the Rigorous Common Core State Standards in Writing	\$215.00	3/19/12
BMS	e) McCabe, Kathleen	Using Nonfiction Text Sets and Evidence	\$70.00	11/19/12

BES	f) Settembrino, Lauren	Working with Difficult and Noncompliant Students	\$225.00	12/19/12
BES	g) Spadaccini, Jianna	Greenwich Japanese School Lesson Study Open House	\$127.58 NCLB Funds	11/16/12
BHS	h) Spiegel, Sky	The Dystopic Vision: Nightmare Worlds	\$85.00	02/01/13
BHS	i) Violillo, Maddalena	Accelerate Your Students Use of the Target Language	\$225.00	12/19/12
BMS	j) Drew, Lisa	Children with Emotional and Behavioral Problems	\$189.99	1/15/13
BES	k) Roll, Jill	Practical Strategies to Accelerate Student Progress for Occupational Therapist Working in Schools	\$235.14	12/3/12
BMS	l) Tchorz, Valerie	Writing About Reading: Literary Essay Beyond	\$87.25	1/7/13
BMS	m) Shawn Kelly	Danielson Framework Training	\$115.00	12/10/12
BES	n) Coleen Butler	Danielson Framework Training	\$115.00	12/10/12
BES	j) Lucille Dempsey	Danielson Framework Training	\$115.00	12/10/12

Facilities & Operations

Committee Report

Mrs. McMahon reported that the committee met today.

Action Items

Mrs. McMahon moved that the Somerset Hills Board of Education approve Facilities & Operations Resolutions 1-4, seconded by Ms. Goetz. Resolutions 1-4 were approved by a roll call vote of 9-0.

Action

1. Approve Revised 2012/2013 School Calendar*

Resolution

Resolved, that the Somerset Hills Board of Education approve the revised 2012/2013 school calendar, as attached.

Information

The district was closed for 8 days on 10/29, 10/30, 10/31, 11/1, 11/2, 11/5, 11/6 and 11/7/12 due to Hurricane Sandy. The first 3 make-up days are already built into the school calendar; 5/23, 5/14 and 5/28/13. The next 5 make-up days are 11/9/12, 1/21, 2/15, 2/18 and 4/5/13.

Action

2. Approve Refinancing of Energy Savings Improvement Lease* (REVISED)

Resolution

Resolved, that the Somerset Hills Board of Education approve the refinancing of its Energy Savings Improvement Lease with Bank of America Merrill Lynch at an interest rate of 1.64%. See attached resolution.

Action

3. Approve Memorandum of Agreement*

Resolution

Resolved, that the Somerset Hills Board of Education approve the Law Enforcement Memorandum of Agreement on file in the Superintendent's office.

Action Resolution 4. Approve Purchase of Truck
Resolved, that the Somerset Hills Board of Education approve the purchase of a 2012 Ford Dump Truck with snow plow and salt spreader in the amount of \$50,928.00 from Warnock Automotive Group.

Policy

Personnel

Committee Report

Mrs. Hawkins reported that the committee's next meeting is November 27, 2012.

Action Items

Mrs. Hawkins moved that the Somerset Hills Board of Education approve Personnel resolutions #1-10, seconded by Ms. Kragie. Resolutions #1-10 were approved by a roll call vote of 9-0.

All personnel action is on the recommendation of the Superintendent.

Action Resolution 1. Approve Appointment of Paraprofessional
Resolved, that the Somerset Hills Board of Education approve the appointment of Katie Maurer, part time special education paraprofessional, Step 1B, at an hourly rate of \$14.91 (not to exceed 25 hours per week) effective October 29, 2012. (new)

Action Resolution 2. Approve Athletic Positions *
Resolved, that the Somerset Hills Board of Education approve the following co-curricular positions at Bernards High School for the 2012-2013 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Clark, Kelly	Assistant Athletic Director: Spring	\$3,969
Hammond, Jared	Fencing Assistant Coach (JV): Winter	\$5,199
Hemans, Nick	Lacrosse Men's Assistant Coach (FR): Spring	\$4,940
Lawson, Brendan	Swimming Assistant Coach: Winter	\$4,563
Malkin, Kevin	Ski Team Head Coach: Winter	\$6,495
Snyder, Jason	Ice Hockey Assistant Coach (JV): Winter	\$4,013

Action Resolution 3. Approve Appointment of Substitutes*
Resolved, that the Somerset Hills Board of Education approve the following substitutes for the 2012-2013 school year:

<u>Name</u>	<u>Substitute Position</u>	<u>Certificate</u>
a) Borer, Kimberly	Secretary	CEAS
b) Freda, Michele	Home Instructor/Math	Standard
c) Kierst, Robert	Teacher	Standard
d) Malkin, Kevin	Teacher	Substitute Credential
e) Walley, Joy	Teacher/Paraprofessional/Secretary	Substitute Credential

Action 4. 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>
Boise, Shannon	Track: Winter	Volunteer

Action 5. Approve Adoption of the Teacher Evaluation Instrument*

Resolution Resolved, that the Somerset Hills Board of Education approve the adoption of Charlotte Danielson's Framework for Teaching (2011)/Teachscape as the district's teacher evaluation instrument.

Action 6. Approve Parenthood Leave

Resolution Resolved, that the Somerset Hills Board of Education approve parenthood leave for Eileen Wotanowski, PreK ABA teacher at Bedwell Elementary School from February 25, 2013 through March 22, 2013.

Action 7. Approve Parenthood Leave*

Resolution Resolved, that the Somerset Hills Board of Education approve parenthood leave for Heather Hunkele, English teacher at Bernards High School from April 8, 2013 through June 30, 2013. (Adjustments to be made based on revised school calendar)

Action 8. Rescind Appointment

Resolution Resolved, that the Somerset Hills Board of Education rescind the appointment of Deborah Ruocco-Howes, long term substitute at Bernardsville Middle School, effective November 13, 2012. (Obert-Thorn)

Action 9. Approve Extended Assignment Substitute

Resolution Resolved, that the Somerset Hills Board of Education approve the appointment of John Sewell, extended assignment substitute at Bernardsville Middle School, effective November 13, 2012 through November 21, 2012, at per diem rate of \$170.00. (Obert-Thorn)

Action 10. Approve Teaching Practicum

Resolution Resolved, that the Somerset Hills Board of Education approve the following teaching practicum:

Name	College	School	Dates
Albourn, Brandon	Caldwell College	BES	Fall Semester

Neighborhood Relations

No meeting

Community Relations

No meeting

Supplementary Matters

1. Mrs. McMahon attended the B.H.S. Athletic Hall of Fame which is held once every 4 years.
2. Mr. Baker attended the National School Board's Convention which he found very informative.

Public Questions & Comments

1. Steve Neville thanked the Board for their volunteering and the Administrators for their communication during Hurricane Sandy. Mr. Neville voices his concerns about the food service operation in Somerset Hills. He requested that the process of selecting a new food service vendor be open to the public.

Adjournment

Mrs. Hawkins moved to adjourn the meeting at 9:20 p.m., seconded by Mrs. Palazzolo. The motion was approved by a unanimous roll call vote of 9-0

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.**

Revised

THE SOMERSET HILLS SCHOOL DISTRICT -- 2012-2013

January 2013						
S	M	T	W	Th	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Students/Staff:22 days

January

- 1 New Year's Day
- 21 Hurricane Makeup Day

December 2012						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Students/Staff:15 days

December

- 21 Early Dismissal
- 24-31 Winter Recess

November 2012						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Students/Staff:14 days

November

- 8 NJEA Convention
- 21 Early Dismissal
- 22-23 Thanksgiving Recess
- 9 Hurricane Makeup Day

October 2012						
S	M	T	W	Th	F	S
						1
2	3	4	5	6		
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Students-19 days Staff:20 days

October

- 8 Staff Development

September 2012						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Students-16 days Staff:18 days

September

- 3 Labor Day
- 4 Staff Development
- 5 Staff Development
- 6 First Day For Students
- 26 Yom Kippur

June 2013						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Students-14 days Staff:15 days

June

- 18-20 Early Dismissal
- 20 Last Day Of School
- 21 Staff Development

May 2013						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Students/Staff:22 days

May

- 27 Memorial Day
- 23-24 Hurricane Make up Day
- 28 Hurricane Make up Day

April 2013						
S	M	T	W	Th	F	S
						1
2	3	4	5	6		
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Students/Staff:18 days

April

- 1-4 Spring Break
- 5 Hurricane Makeup Day

March 2013						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Students/Staff:20 days

March

- 29 Good Friday

February 2013						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Students/Staff:20 days

February

- 15-18 Hurricane Makeup Days

NOTE: Three scheduled snow days were used during hurricane, therefore school will be in session May 23, 24 and 28. Additional days to be made up are Nov. 9, Jan. 21, Feb. 15, 18 and April 5. If additional days are needed, they will be taken in succession April 4, 3, etc. Staff will not be granted personal days for vacation on any of these makeup days.