
The Somerset Hills School District
Regular Meeting Agenda - September 27, 2023
Executive Session - 6:30 P.M.
Public Input & Action - 7:30 P.M.
Bernards High School - Community Room

I. Call to Order & 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.

II. Roll Call

III. Executive Session

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 public disclosure will no longer clearly endanger the public interest.

IV. Pledge of Allegiance

V. Roll Call

VI. Report of the Superintendent

1. Student Representatives’ Report
2. Recognition of the SHSD Technology Department
 - a. Scott Barone
 - b. Chris Griffith
 - c. Norm Luik
 - d. Bryan Machado
 - e. Rickey Saez
 - f. Jeremy Schwarz
3. Recognition of the SHSD Maintenance Department

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- a. Kevin Brenner
 - b. Douglas M. Lucas
 - c. David Pedrick
 - d. Thomas Rodaligo
 - e. Joe Tomza
 - f. Rufus Vought
4. Recognition of the SHSD Custodial Department
 - a. Maria Barron
 - b. Olimpia Cardona
 - c. Soukan Chandara
 - d. Dave Clark
 - e. Louis DiEgidio
 - f. Paola Garcia
 - g. Luz Giraldo
 - h. Didier Gonzalez
 - i. Susan Guarneros
 - j. George Komsiri
 - k. Sak Phochan
 - l. Lita Phommachanh
 - m. Stephen Price
 - n. Sugunya Rittipun
 - o. Karla Rivas Orellana
 - p. Khambone Singsongkham
 - q. Manaswee Sysongdeth
 - r. Addy Thepnarong
 - s. Eric Urena Hernandez
 - t. Bob Vongvilay
 - u. Tae Vongvilay
 - v. Nicky Wannarut
 - w. Gabriela Zambrano
 5. SHSD 2023 NJSLA Data Presentation - Olga Edgerton and Lindsay Barna
 6. Dr. Brotschul's Update

VII. Public Comments for Actionable Agenda Items

We very much welcome input from the public. Public comments are welcome at this time on any actionable agenda item. Towards the end of the meeting there is a second public forum on any topic. Please state your name and address. Comments are limited to three minutes, but an individual may speak a second time after all others who wish to speak on the topic have been heard. Please understand that our public forums are not structured as question and answer sessions, but are offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, the Board President or Superintendent may address the comment. In accordance with New Jersey Statute, the Board will not discuss matters regarding specific personnel. Public Comments will be limited to 30 minutes. Thank you for your input.

VIII. Approval of Minutes*1. Approval of Minutes*

Resolved, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for August 23, 2023.

IX. FINANCE

A. Committee Report & Discussion:

B. Finance Action Items:

1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of August 2023 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$12,825,787.36	\$12,825,787.36
(20) Special Revenue Fund	(\$590,572.68)	(\$590,572.68)
(30) Capital Projects Fund	\$371,191.25	\$371,191.25
(40) Debt Service Fund	\$333,325.69	\$333,325.69
Total Government Funds	\$12,939,731.62	\$12,939,731.62

(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 2023-2024 Budget Transfers*

Resolved, that the Somerset Hills Board of Education approves the attached list of budget transfers for August 2023.

3. Payment of Bills*

WHEREAS, the Board Secretary has presented attached August 2023 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	
(10) General Fund	\$1,080,202.16
(20) Special Revenue Fund	\$24,776.26
(30) Capital Projects Fund	–
(40) Debt Service Fund	–
(60) Cafeteria Fund	\$6,775.50
(90) Agency Fund	\$172,631.18
TOTAL	\$1,284,385.10

4. Payment of Bills*

WHEREAS, the Board Secretary has presented attached September 2023 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	
(10) General Fund	\$2,993,009.81
(20) Special Revenue Fund	\$33,950.03
(30) Capital Projects Fund	–
(40) Debt Service Fund	–
(60) Cafeteria Fund	\$4,428.30
(90) Agency Fund	\$376,412.64
TOTAL	\$3,407,800.78

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 2023-2024 school year:

	Student ID #	School	Location	Cost
a.	2024191	Middlesex County Magnet Schools	East Brunswick, NJ	\$10,000.00
b.	9247137466	Winslow Twp School District	Westville, NJ	\$56,400.00
c.	8628346397	Newmark School	Scotch Plains, NJ	\$62,042.40
d.	2102757988	Matheny Med. & Ed. Center - ESY	Peapack, NJ	\$27,565.00
e.	2102757988	Matheny Med. & Ed. Center - SY	Peapack, NJ	\$136,335.00

6. Special Education Providers*

Resolved that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following service providers for the 2023– 2024 school year and or and/or extended school year:

	Provider	Service	Location	Cost	Not to Exceed
a.	Best Choice Home Care	School Nursing (LPN)	Hackettstown, NJ	\$70 per hr	\$65,000
b.	Camden County ESC	Out of District Student Transportation	Clementon, NJ	\$280.85 per day	\$50,553

7. Special Education Providers*

Resolved that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following service providers for the 2022– 2023 school year and or and/or extended school year:

	Provider	Service	Location	Cost	Not to Exceed
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a.	Best Choice Home Care	Nursing Services	Hackettstown, NJ	\$70-\$85per hr	\$201,000
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8. Approve Service Agreement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the superintendent, approve the agreement with Care Solace, Inc. to provide Staff, Parent and Student Counseling Appointment Services for the 2023-2024 school year amount not to exceed \$6,000.00.

9. Approve Settlement Agreement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Settlement Agreement for Student # 3957424154 for the 2023-2024 school year.

10. Approve Settlement Agreement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Settlement Agreement for Student # 6515076901 for the 2023-2024 school year.

11. Approve Extra Duty Police Service Agreement*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the agreement with the Bernardsville Police Department for Extra Duty Police Services for fall Football games amount not to exceed \$2,500.00.

12. Approve Parent Organization Fundraisers*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following parent organization fundraisers for the 2023-2024 school year:

	Organization	School	Event	Date
a	BHS-Project Graduation	BHS	Holiday Ornament Sale	Oct 2023- Dec 2023
b	PAC Parents	BHS	Program Ad Sale	Oct 2023- Nov 2023

13. Approve High Impact Tutoring Grant

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes application and approves funds for the 2023-2024 school year for the New Jersey Learning Acceleration Program: High Impact Tutoring Grant in the amount of \$58,000.

14. Approve i-Ready Mathematics Assessment and Personalized Instruction*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve i-Ready Math Assessment and Personalized Instruction licenses from Curriculum Associates for selected math courses for grades 9-11 for Bernards High School for the 2023-2024 school year, for an amount not to exceed \$3,000.

15. Approve Ellevation Learning Management System*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Ellevation Learning Management System for ESL students for the 2023-2024 school year in the amount of \$6,500. This program will be funded by Title III federal grant.

16. Approve Online Learning Program*

Resolved, that the Somerset Hills Board of Education approve the contract for Fuel Education for online instruction in core content subjects for Bedwell, Bernardsville Middle School, and Bernards High School for an amount not to exceed \$6,000.

17. Approve Professional Development Program*

Resolved, that the Somerset Hills Board of Education approve the contract for LLamame for professional development in sheltered instruction strategies to support content area teachers at Bedwell, Bernardsville Middle School, and Bernards High School in working with ML students for the amount of \$5,000 funded by Title II and Title III federal grant.

18. Approve Pro Athletes, Inc.*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Pro Athletes, Inc. to provide the Bound for Greatness Youth Leadership Workshop for the 2023-24 school year in the amount of \$5,000 funded in part by Title IIA federal grant.

19. Nonpublic Schools Nursing Services Plan*

Resolved that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following nonpublic school nursing services plan for the 2023-2024 school year:

Through a contract with the Educational Services Commission of New Jersey, authorizes the administrative personnel of the Commission to conference, discuss and solicit input in the development of the nursing services document for the 2023-2024 school year which provides nursing services to the following nonpublic schools located in the Somerset Hills School District:

- a. Far Hills Country Day
- b. School of St. Elizabeth

20. Approve YMCA Before/After Care Program

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the Before/After Care Program with the Somerset Hills YMCA for the 2023-2024 school year.

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

Resolved, that the Somerset Hills Board of Education approve PFK O'Connor Davies as the independent auditor to prepare the A41, A42 and Resource Room Actual Costs Per Pupil from the 2022-2023 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.

22. Approve Amended Coordinated Transportation Agreement*

Resolved, that the "Resolution/Agreement" for participation in Coordinated Transportation Services Amendment with the Somerset County Educational Services Commission be approved for the 2023-2024 school year.

23. Approve MOU with Raritan Valley Community College*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the Memorandum of Understanding (MOU) with Raritan Valley Community College for Concurrent Enrollment Program (CEP) for the 2024-2025 school year.

24. Approve change order for Bernardsville Middle School Media Center Renovations

Resolved, that the Somerset Hills Board of Education approve change order PCO#4 and #5 for the Bernardsville Middle School Media Center Renovations in the amount of \$22,469.75 as a decrease to the contract allowance amount of \$50,000.00. The new contract allowance including this change order is \$15,800.25.

25. Approval Municipal Alliance Grant

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the application and approves funds for the 2023-2024 school year for the Municipal Alliance Grant as follows:

	Grant/Program	School	Amount
a	B Well	BES	\$4,300.00
b	Youth Summit	BMS	\$2,500.00
c	BMS After School Program	BMS	\$2,500.00

26. Approval Municipal Alliance Grant*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the application and approves funds for the 2023-2024 school year for the Municipal Alliance Grant as follows:

	Grant/Program	School	Amount
a	BHS After School Program	BHS	\$2,000.00
b	Consent 101	BHS	\$2,050.00

27. Accept Donations*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts the following donations for the 2023-2024 school year for HUDL services.

	Organization	Amount
a	Bernards High School Football Booster Club	\$4,000.00
b	Bernards High School Athletic Booster Club	\$7,000.00

28. Approve Contract with Atra Janitorial Supply Co.Revision*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Atra Janitorial Supply Co. to provide janitorial supplies for the 2022-2023 school year for an additional amount not to exceed \$14,500.

X. FACILITIES & OPERATIONS

A. Committee Report & Discussion:

B. Action Items:

1. Approve HIB Self Assessment Report*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Superintendent's report on the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report for the 2022-2023 school year.

2. Bus Evacuation Drills

Resolved, that the Somerset Hills Board of Education approves the Bus Evacuation Drills for the 2023-2024 School Year. Reports for drills are on file in the Business Office:

	School	Date
a	Bedwell Elementary School	9/15
b	Bernardsville Middle School	9/21

3. Bus Evacuation Drills*

Resolved, that the Somerset Hills Board of Education approves the Bus Evacuation Drill for the 2023-2024 School Year. Reports for drills are on file in the Business Office:

	School	Date
a	Bernards High School	9/15

4. HIB*

Resolved, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying case presented on September 27, 2023, and upheld the findings and/or consequences recommended by the Superintendent.

- BHS 2023-2024 #1

XI. CURRICULUM

A. Committee Report & Discussion:

B. Action Items:

1. Approve Professional Development/School Business

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following professional development/school business for the 2023-2024 school year:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BES	Allen, Jazmyn	Strauss Esmay's Fall HIB Training Program	10/2/23	193.97
b	BES	Allen, Jazmyn	Observe and Review Bilingual Program - Franklin Township School District	10/5/23	\$0
c	BES	Allen, Jazmyn	Observe and Review Bilingual Program - New Brunswick School District	10/26/23	\$0

d	BMS	Craver, Marcella	Legal One - Anti-Bullying Specialist Online Program	TBD	\$500.00
e	BES	Dooley, Megan	Legal One - Anti-Bullying Specialist Online Program	TBD	\$500.00
f	BMS	Garofalo, Lisa	Standard Response Protocol Training for School Security Director	12/1/23	\$100.00
g	BMS	Garofalo, Lisa	Strauss Esmay's Fall HIB Training Program	10/4/23	\$145.00
h	BMS	Gash, Adriane	2023 New Jersey Association of Student Councils - Fall Conference	10/10/23	\$25.00
i	BMS	Habermas, Chris	Legal One - Anti-Bullying Specialist Online Program	TBD	\$500.00
j	BES	Keri, Christopher	Strauss Esmay's Fall HIB Training Program	9/27/23	\$198.86
k	BMS	Koellhoffer, Keith	Strauss Esmay's Fall HIB Training Program	10/2/23	\$145.00
l	BMS	Koellhoffer, Keith	Legal One: The Principal/AP/VP's Survival Guide	9/28/23	\$20.68
m	BES	Nisch, Christine	Foundations Level K Virtual Launch Workshop	10/18/23	\$320.00
n	BES	O'Day, Lauren	Small Group to Support Essential Nonfiction Reading Skills	10/16/23	\$60 (TC contract)
o	BES	Rivers, Denise	Tools of the Mind 23/24 PreK Year 1 Fundamentals	1/11/24	\$0
p	BES	Rokosky, Debbie	Every Writing Workshop Is An Intensive in Applied Phonics	10/4/23	\$60 (TC contract)
q	BMS	Ryan, Suzanne	32nd Annual School Health Conference	10/18/23	\$250.98
r	BES	Sakin, Jordan	Foundations Level 2 Virtual Launch Workshop	10/18/23	\$320.00
s	BMS	Venezia, David	Civically Engaged Districts Project Workshop	10/18/23	\$0
t	BES	Windisch, Mary Clare	Foundations Level 1 Virtual Launch Workshop	10/18/23	\$320.00
u	BES	Nisch, Christine	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
v	BES	Riker, Joanna	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
w	BES	Brozyna, Christina	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55

x	BMS	Chaffee, Salome	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
y	BES	Rivers, Denise	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
z	BMS	Gilly, Zoltan	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
aa	BMS	Walker, Carrie	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55

2. Approve Professional Development/School Business*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following professional development/school business, for the 2023-2024 school year:

	School	Name	Workshop/Conference/School Business	Date	Est. Cost
a	District	Barna, Lindsay	Legal One: Hot Issues In School Law	10/25/23	\$125.00
b	District	Barna, Lindsay	National Council of Teachers of English - Conference on English Leadership	11/20/23 - 11/21/23	\$1,729.00
c	District	Brotschul, Brian	Strauss Esmay's Fall HIB Training Program	10/2/23	\$145.00
d	District	Brotschul, Brian	NJ Family Leave and Federal Family and Medical Leave Program - Fall 2023	10/16/23	\$145.00
e	District	Butler, Coleen	Strauss Esmay's Fall HIB Training Program	10/4/23	\$197.55
f	District	Butler, Coleen	Observe and Review Bilingual Program - Franklin Township School District	10/5/23	\$0
g	District	Catelli, Michael	Observe and Review Bilingual Program - Franklin Township School District	10/5/23	\$0
h	District	Catelli, Michael	NJ Council for Social Studies Conference - Best Practices and Strategies in Social Studies	10/23/23	\$105.00
i	District	Catelli, Michael	Civically Engaged Districts Project: Support Civics and Citizenship Education	10/12/23, 2/8/24, 4/25/24	\$0
j	District	Catelli, Michael	NJ Social Studies Supervisors Association: Social Studies Mandate and Curriculum Updates	10/27/23, 1/26/24, 5/17/24	\$15.00
k	BHS	Cava, Lauren	School Behavioral Threat Assessment & Management Training	9/27/23	\$0

l	BHS	Cava, Lauren	Legal One - Anti-Bullying Specialist Online Program	TBD	\$500.00
m	District	Edgerton, Olga	Legal One: Hot Issues In School Law	10/25/23	\$125.00
n	District	Frenda, Sam	Virtual Labor & Employment Summit 2023	9/28/23	\$99
o	BHS	Hart, Amy	MUJC Teachers of Transition Subcommittee Meeting	10/24/23, 1/30/24, 3/19/24, 6/4/24	\$0
p	BHS	Hogge, Jay	Field Trip Chaperone	11/17/23	\$0
q	BHS	Hunkele, Heather	Garden State Scholastic Press Association's Fall Conference Training	10/30/23	\$145.00
r	BMS/ BHS	Incedon, Cassie	MUJC - Aide Support in IEPs	10/18/23	\$90
s	BHS	Johnson, Alex	Somerset County Vocational & Technical High School - Counselor Tea and Tour	10/5/23	\$0
t	District	Koransky, Jamie	SCADDS Monthly Meetings for Directors of Special Services	9/15/23, 10/27/23, 11/17/23, 12/15/23, 1/19/24, 2/16/24, 3/22/24, 4/26/24, 5/17/24	\$120.96
u	District	Koransky, Jamie	Directors of Special Services Meetings	9/15/23, 10/13/23, 11/17/23, 12/8/23, 1/12/24, 2/9/24, 3/8/24, 4/12/24, 5/10/24, 6/14/24	\$125.02
v	District	Lucas, Doug	NJSBGA Chapter Meetings	9/12/23, 10/24/23, 11/21/23, 12/12/23, 1/16/24, 2/20/24, 3/14/24, 4/16/24, 5/21/24, 6/18/24	\$385.40
w	BHS	Neigel, Scott	Strauss Esmay's Fall HIB Training Program	10/2/23	\$216.44
x	BHS	O'Brien, Janice	Garden State Scholastic Press Association's Fall Conference Training	10/30/23	\$50.00
y	BHS	Stolarz, Lizabeth	Quinnipiac Counselor Visit Day	11/3/23	\$112.33
z	BHS	Stolarz, Lizabeth	Somerset County Vocational & Technical High School - Counselor Tea and Tour	10/5/23	\$0
aa	BHS	Walker, Jaime	Somerset County Vocational & Technical High School - Counselor Tea and Tour	10/5/23	\$0
bb	District	Wry, Pat	Virtual Labor and Employment Summit 2023	9/28/23	\$99
cc	District	Baker, Robert	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
dd	District	Cooper, Nicole	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
ee	District	Frenda, Sam	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
ff	District	Joyce, Ian	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70

gg	District	Santoro, Heather	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
hh	District	Wry, Pat	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
ii	District	Gils, Silvia	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
jj	District	deGrandpré, Kristen	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
kk	District	Tober, Kathy	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
ll	District	Brotschul, Brian	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
mm	District	Butler, Coleen	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
nn	District	DeMarco, Jinnee	2023 Annual NJSBA Workshop	10/23/23 -10/26/23	\$833.70
oo	BHS	Acuna, Heiner	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
pp	BHS	Chang, Newstein	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
qq	BHS	Crisman, Gillian	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
rr	District	Catelli, Michael	Attend sheltered instruction protocol training at Franklin School District	10/5/23, 10/26/23, 1/4/24	\$77.55
ss	BHS	Gomez, Melissa	American Academy of Pediatrics School Health Conference	10/18/23	\$0

3. Approve Field Trips*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following field trips:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BHS	Chipotle/Lenny's Plaza - Bernardsville, NJ	4	2	0
b	BHS	Olcott Square - Bernardsville, NJ	4	2	0
c	BHS	Shoprite - Bernardsville, NJ	4	2	0
d	BHS	Latin American Grocery Store -	4	2	0

		Bernardsville, NJ			
e	BHS	Destination Athlete - Lebanon, NJ	4	2	0
f	BHS	Black River Roasters - Branchburg, NJ	4	2	0
g	BHS	Five Below and Sunrise Cafe - Bernardsville, NJ	4	3	0
h	BHS	Alexander Library, Rutgers University - New Brunswick, NJ	16	2	0
i	BHS	Marching Band Competition - West Orange, NJ	16	4	0
j	BHS	Marching Band Competition - Verona, NJ	16	4	0
k	BHS	Marching Band Competition - Ewing Township, NJ	16	4	0
l	BHS	Fall Conference, Training & Awards Ceremony - Piscataway, NJ	11	2	0
m	BHS	Accuplacer Testing for Graduation Requirement - Branchburg, NJ	22	2	0

4. Approve the BHS Summer Tutoring Program for Summer 2023

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Summer Tutoring Program for Summer 2023 for grade 12 to commence on July 10, 2023 and conclude on August 17, 2023, with funding through Title IV.

XII. PERSONNEL

A. Committee Report and Discussion.

B. Action Items:

1. Rescind Appointment Non-Certified Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the appointment of the following non-certified staff for the 2023-2024 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Replace	Step	Salary	Effective Date
a	McDonald, Katelyn	District	Regular Paraprofessional	Contracted Services	1	\$20.21/hr	9/1/23
b	Lospinoso, Gianna	District	Special Education Paraprofessional	Tietz	1	\$21.41/hr	9/1/23

2. Amend Appointment Certificated Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the appointment of the following non-tenured certificated staff for the 2023-2024 school year:

	Name	School	Position	Replace	Level	Step	Salary	Effective Date
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a	Cannon, Steven	BHS	Teacher - Spanish	Violiollo	BA	4-5	\$64,680	9/1/23 10/2/23
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3. Amend Appointment Certificated Staff

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the appointment of the following non-tenured certificated staff for the 2023-2024 school year:

	Name	School	Position	Level	Step	Salary	Effective Date
a	Pasquarelli, Jaclyn	BMS	Mental Health Counselor	MA	13-14	\$83,315 \$88,315	9/1/23

4. Approve Appointment Non-Certified Staff

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following non-certified staff for the 2023-2024 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Replace	Step	Salary	Effective Date
a	Campagna, Valarie	BES	Regular Paraprofessional	Contracted Services	1	\$20.21/hr	9/1/23
b	Uvarova, Zhenya	BES	Regular Paraprofessional	Contracted Services	1	\$20.21/hr	10/1/23 pending clearance

5. Rescind Co-Curricular Positions*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the following co-curricular positions for the 2023-2024 school year:

	Name	School	Season	Position	Stipend
a	Stefani, Phillip	BHS	23-24 school year	Vocal Music Accompanist	\$4,136.00
b	Samson, Alyssa	BHS	Winter	Track: Assistant	\$5,583.60

6. Approve Co-Curricular & Athletic Positions*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following co-curricular and athletic positions for the 2023-2024 school year:

	Name	School	Season	Position	Stipend
a	Mathus, Peter	BHS	23-24 school year	After School Media Center Supervision	\$25.85/hour
b	Mountney, Cassandra	BHS	23-24 school year	After School Media Center Supervision	\$25.85/hour
c	Lister, Roger	BHS	Winter	Volunteer: Ski Racing Coach	\$0
d	Day, Brenda	BHS	23-24 school year	Vocal Music Accompanist	\$4,136.00
e	Samson, Alyssa	BHS	Winter	Track: Head	\$9,823.00
f	Pfingst, Matthew	BHS	Winter	Track: Assistant	\$5,583.60 pending clearance
g	DeSimone, David	BHS	Fall	Volunteer: Cross Country	\$0

7. Rescind Co-Curricular Positions

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the following co-curricular position for the 2023-2024 school year:

	Name	School	Season	Position	Stipend
a	McShane, Sarah	BES	23-24 school year	Student Activities Coordinator 50%	\$1,421.75

8. Approve Co-Curricular & Athletic Positions

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following co-curricular and athletic position for the 2023-2024 school year:

	Name	School	Season	Position	Stipend
a	Daben, Jose	BMS	Fall	Soccer: Boys Assistant Coach	\$2,825.92
b	Sakin, Jordan	BES	23-24 school year	Student Activities Coordinator 50%	\$1,421.75

9. Approve Mentors

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following mentors for the 2023-2024 school year Provisional Teacher Program:

	Name	School/Subject	Certificate	Mentor	Rate of Pay
a	Brozyna, Christina	BES/Elementary	Limited CE	Fischer, Dana	\$1,000.00
b	Haenny, Alexandra	BMS/Math	CEAS	O'Halloran, Anne	\$550.00

10. Approve Mentors*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following mentors for the 2023-2024 school year Provisional Teacher Program:

	Name	School/Subject	Certificate	Mentor	Rate of Pay
a	Cameron, Bradley	BHS/Social Studies	CEAS	Szostak, David	\$550.00
b	Levine, Scott	BHS/Math	CE	Kaufman, Justin	\$1,000.00

11. Approve Clinical Practice Internship

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following clinical practice internship for the 2023-2024 school year:

	Name	School/Subject	Mentor	Program	Effective
a	Cronin, Sara	BES/Elementary Education Teacher	Jamie Jaeger	Ramapo College of NJ & Morris Union Jointure Commission "TA to Teacher" Program	2023-2024 school year

12. Approve Job Description*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Job description:

- *Assistant Superintendent of Curriculum, Instruction and Professional Development.*

13. Approve Administrator Title Change*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following administrator title change with no change in compensation:

	Name	School	Previous Title	New Title	Effective
a	Butler, Coleen	District	Assistant Superintendent	Assistant Superintendent of Curriculum, Instruction, and Professional Development	9/28/23

14. Amend Leave of Absence

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the following leave of absence:

	Employee	School	Position	Type of leave	Dated of Leave/Notes
a	8281	BES	Teacher	Disability/Sick days FMLA FMLA Anticipated Return	09/01/23 09/12/23 9/19/23 10/03/23 (paid; w/benefits) 09/13/23-12/06/23, 9/20/23-12/13/23 10/04/23 - 01/03/24 (unpaid; w/benefits) 12/14/23 01/04/24

15. Approve Translator*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following translator for the 2023-2024 school year *subject to further investigation pursuant to law*:

	Name	Position	Effective
a	Gonzalez-Guerrero, Indira	Translator	9/1/23

16. Approve Leave of Absence

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following leave of absence:

	Employee	School	Position	Type of leave	Dated of Leave/Notes
a	9494	BES	Teacher	Disability/Sick days FMLA Anticipated Return	11/13/23 - 12/19/23 (paid; w/benefits) 12/20/23 - 03/20/24 (unpaid; w/benefits) 03/21/24

17. Approve Summer Tutoring Program Positions*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Summer Tutoring Program positions for summer 2023 school year funded through Title 4:

	Name	Season	School	Position	Stipend
a	Garay, Janet	Summer 2023	BHS	Summer Tutoring Program	\$65.04
b	Medina, Pilar	Summer 2023	BHS	Summer Tutoring Program	\$44.38

18. Approve Substitutes*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following substitutes for the 2023-2024 school year *subject to further investigation pursuant to law*:

	Name	Position	Certification	Effective
a	Ryan-Gavilanes, Laura	Teacher/Paraprofessional	Standard	9/1/23
b	Bale-Pena, Matthew	Athletic Trainer	Standard	9/1/23
c	Komsiri, Nongnuch (Lisa)	Custodian	n/a	9/1/23

d	Chiriaco, Kristen	Teacher/Paraprofessional	County Substitute Credential	9/28/23
e	Maqueda, Juan	Custodian	n/a	9/28/23

19. Accept Resignation

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts the resignation of the following employee:

	Name	School	Position	Effective
a	Pernaselli, Marjorie	BES	Special Education Paraprofessional	10/18/23

20. Amend Appointment Non-Certified Staff*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the appointment of the following non-certified staff for the 2023-2024 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Replace	Salary	Effective Date
a	Aiello, Eugenie	District	Transportation Aide	new	\$23.00/hr	10/1/23 pending clearance 9/1/23

21. Amend Co-Curricular Positions*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the following co-curricular positions for the 2023-2024 school year:

	Name	School	Season	Position	Stipend
a	Anderson, Richard	BHS	23-24 school year	Math Lab Instructor After School: ARP Grant	\$61.12 \$59.11
b	Acuna, Heiner	BHS	23-24 school year	Math Lab Instructor After School: ARP Grant	\$61.12 \$59.11
c	Falletta, LuAnn	BHS	23-24 school year	Math Lab Instructor After School: ARP Grant	\$61.12 \$59.11
d	O'Brien, Kyle	BHS	23-24 school year	Math Lab Instructor After School: ARP Grant	\$61.12 \$59.11
e	Ferrara, James	BHS	23-24 school year	STEM Lab Instructor After School: ARP Grant	\$61.12 \$59.11
f	Whitlock, Christine	BHS	23-24 school year	STEM Lab Instructor After School: ARP Grant	\$61.12 \$59.11

XIII. POLICY

A. Committee Report and Discussion.

B. Action Items:

1. Second Reading*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the second reading of the following bylaw, policy & regulation:

Policy/Regulation #	Title
P1642.01 & R1642.01	Sick Leave (M)

P2419 & R2419

School Threat Assessment Teams (M)

XIV. Public Comments

Public comments are welcome at this time on any topic. Public Comments will be limited to 3 minutes. Please state your name and address. Thank you for your input.

XV. Supplementary Matters**XVI. Adjournment**

***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)