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**The Somerset Hills School District**  
**Regular Meeting Agenda - June 26, 2024**  
**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. Report of the Superintendent**

1. Recognition of the Bernardsville Middle School Earth Science Team
  - a. Brian King, Advisor
  - b. Alexis Black
  - c. Elizabeth Black
  - d. Penny Christie
  - e. Nyla Failey
  - f. Simona Furfaro
  - g. David Hunscher
  - h. Cierra Knaus
  - i. Noah Pooler
  - j. Isabella Schantz
  - k. Ella Sgro

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- l. Nicholas Stephani
  - m. Stella Struble
  - n. Elizabeth Sugarmann
  - o. Gia Wanchoo
  - p. Liam Watt
  - q. Avery Welsh
2. Recognition of Bedwell's Museum of Natural History
    - a. Allen Thurlow
    - b. Melissa Leonard
    - c. Mark Noonan
    - d. Darcey Brooten
    - e. Stephan Mirando
    - f. Amy Paterno
    - g. Jeremy Palmieri
    - h. Michelle Dooley
    - i. Mary Clare Windisch
    - j. Renee Wiczorek
    - k. Alisa Donohue
    - l. Catherine Martin
    - m. Mike Donohue
    - n. Aaron Duff
    - o. Allicen Librera
    - p. Kelly Hunt
    - q. Taralynn Vitollo
    - r. Amy Shaver
    - s. Katie Ryan
    - t. Jon Welles
    - u. Richelle Jones
    - v. Kathy Ferruggia
    - w. Michelle Thurlow
  3. Dr. Brotschul's Update and SHSD Spring 2024 NJGPA Assessment Results

#### **VI. 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. At three minutes you will be interrupted and asked to pause to allow any other members of the public who would like to speak an opportunity to do so. An individual may return to the podium to complete their statement after everyone else has had an opportunity to speak for a total of two times at the podium. 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 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. A reminder for all parties in attendance to remain respectful and that there should be no interaction between the speaker and the audience. No members of the audience should interfere with or interrupt a speaker's comments. Thank you in advance for your input.

**VII. 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 May 14, 2024, and Special meeting minutes for May 20, 2024, and June 12, 2024.

**VIII. FINANCE**

## A. Committee Report &amp; 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 April 2024 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$9,026,190.26	\$9,026,190.26
(20) Special Revenue Fund	(\$162,948.70)	(\$162,948.70)
(30) Capital Projects Fund	\$114,058.25	\$114,058.25
(40)Debt Service Fund	(\$463,347.59)	(\$463,347.59)
Total Government Funds	\$8,513,952.22	\$8,513,952.22

(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. Board Secretary & Treasurer Reports & Board Certification\*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of May 2024 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$10,499,777.69	\$10,499,777.69
(20) Special Revenue Fund	(\$585,170.62)	(\$585,170.62)
(30) Capital Projects Fund	\$114,058.25	\$114,058.25
(40)Debt Service Fund	(\$231,673.57)	(\$231,673.57)
Total Government Funds	\$9,796,991.75	\$9,796,991.75

(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.

3. Payment of Bills\*

WHEREAS, the Board Secretary has presented attached April 2024 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:

<b>FUND</b>	
(10) General Fund	\$126,519.80
(20) Special Revenue Fund	–
(30) Capital Projects Fund	–
(40) Debt Service Fund	–
(60) Cafeteria Fund	–
(90) Agency Fund	–
<b>TOTAL</b>	<b>\$126,519.80</b>

4. Payment of Bills\*

WHEREAS, the Board Secretary has presented attached May 2024 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:

<b>FUND</b>	
(10) General Fund	\$3,496,235.43
(20) Special Revenue Fund	\$46,961.77
(30) Capital Projects Fund	–
(40) Debt Service Fund	–
(60) Cafeteria Fund	\$58,088.53
(90) Agency Fund	\$1,150,598.75
<b>TOTAL</b>	<b>\$4,751,884.48</b>

5. Approve Transfers to Capital Reserve\*

Resolved, that the Somerset Hills Board of Education, approve transfers to Capital Reserve WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end,  
And

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution,  
And

WHEREAS, the Somerset Hills Board of Education wishes to transfer an amount not to exceed \$4,000,000 unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year

end, and

WHEREAS, the Somerset Hills Board of Education has determined that a total amount not to exceed \$4,000,000 is available for such purpose of such transfers;

NOW THEREFORE BE IT RESOLVED by the Somerset Hills Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

6. Approve Transfers to Maintenance Reserve\*

Resolved, that the Somerset Hills Board of Education, approve transfers to Maintenance Reserve WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end,

And

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution,

And

WHEREAS, the Somerset Hills Board of Education wishes to transfer an amount not to exceed \$2,000,000 unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and

WHEREAS, the Somerset Hills Board of Education has determined that a total amount not to exceed \$2,000,000 is available for such purpose of such transfers;

NOW THEREFORE BE IT RESOLVED by the Somerset Hills Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

7. Transfer of Interest\*

Resolved, that the Somerset Hills Board of Education approve the transfer of interest earned in the Capital Project Fund to the General Fund.

8. Approve Authorization of Year-End Closeout\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorize the Business Administrator to pay supplementary bill lists and payroll which shall become due on or before June 30, 2024, including all year-end payables; to proceed with all necessary adjustments and transfers to close the books for the 2023-2024 fiscal year, as well as any and all entries and actions for the opening of the 2024-2025 fiscal year, including but not limited to the issuance and/or cancellation of purchase orders, stale dated checks, transfers, award of contracts in compliance with the Public Contracts Laws, and other such actions as may be required by statute, code and Board Policy; and

BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent and Business Administrator to process and issue the payment of bills and claims between Board meetings during the months of June, July, and August 2024; and

BE IT FURTHER RESOLVED, that all of those actions shall be presented to the Board at its next meeting for ratification and/or final approval.

9. Approve Professional Service Contract\*

Resolved that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following appointment for the 2024-2025 school year:

	<b>Provider</b>	<b>Service</b>	<b>Hrly Rate/Est Amount Not to Exceed</b>
a	Suplee, Clooney & Co	Auditor	\$29,750
b	Solutions Architecture	Architect of Record	\$90-200/hr \$50,000

10. Approve Special Education Schools\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following schools for the 2024-2025 school year and/or extended school year:

	<b>Student ID #</b>	<b>School</b>	<b>Location</b>	<b>Cost</b>
a	1130639542	Allegro School - ESY	Cedar Knolls, NJ	\$17,677.50
b	1130639542	Allegro School - SY	Cedar Knolls, NJ	\$106,065.00
c	1764996066	Celebrate the Children - ESY	Denville, NJ	\$11,132.00
d	1764996066	Celebrate the Children - SY	Denville, NJ	\$87,120.00
e	2779193661	Chapel Hill Academy - ESY	Lincoln Park, NJ	\$12,180.00
f	2779193661	Chapel Hill Academy - SY	Lincoln Park, NJ	\$73,080.00
g	3191740990	ECLC of NJ - ESY	Chatham, NJ	\$7,955.40
h	3191740990	ECLC of NJ - ESY	Chatham, NJ	\$71,598.60
i	2406215244	ECLC of NJ - ESY	Chatham, NJ	\$7,955.40
j	2406215244	ECLC of NJ - ESY	Chatham, NJ	\$71,598.60
k	9066760501	Hunterdon Prep - ESY	Annandale, NJ	\$10,522.50
l	9066760501	Hunterdon Prep - SY	Annandale, NJ	\$63,135.00
m	6674065186	Midland School - ESY	North Branch, NJ	\$19,191.00
n	6674065186	Midland School - SY	North Branch, NJ	\$115,146.00
o	9533446690	Newmark High School - ESY	Scotch Plains, NJ	\$6,937.56
p	9533446690	Newmark High School - SY	Scotch Plains, NJ	\$69,375.60
q	1353989105	Newmark High School - ESY	Scotch Plains, NJ	\$6,937.56
r	1353989105	Newmark High School - SY	Scotch Plains, NJ	\$69,375.60
s	7091185137	Newmark School - SY	Scotch Plains, NJ	\$66,967.20

t	8628346397	Newmark School - ESY	Scotch Plains, NJ	\$6,696.72
u	8628346397	Newmark School - SY	Scotch Plains, NJ	\$66,967.20
v	8166393899	Pillar Care Continuum - ESY	E. Hanover, NJ	\$20,493.00
w	8166393899	Pillar Care Continuum - SY	E. Hanover, NJ	\$122,958.00
x	4169704793	Pillar Care Continuum - ESY	E. Hanover, NJ	\$12,577.50
y	4169704793	Pillar Care Continuum - SY	E. Hanover, NJ	\$75,465.00
z	3957524154	Reed Academy - ESY	Oakland, NJ	\$19,326.60
aa	3957524154	Reed Academy - SY	Oakland, NJ	\$115,959.60

11. Special Education Evaluations\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following facilities to conduct evaluation services for the 2024-2025 school year:

	<b>Evaluator</b>	<b>Services</b>	<b>Locations</b>	<b>Cost</b>	<b>Not To Exceed</b>
a	MEM Education Services, LLC (Medina, Melanie)	Educational Evaluations	Parsippany, NJ	\$425-500 /eval	\$20,000
b	Smiling Speech	Bilingual Speech, Psychological, Educational & Social History Evaluations	Rockaway, NJ	\$400-\$600/eval	\$10,000
c	Union County ESC	Educational, Psychological, Social, Speech Evaluations	Westfield, NJ	\$420/eval	\$3,000

12. Approve Parent Transportation Contracts\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following parent transportation contracts for the 2024-2025 Extended School Year and School Year.

	<b>Provider</b>	<b>Service</b>	<b>Location</b>	<b>Cost</b>
a	3191740990	GA-2024	ECLC of NJ - ESY	\$1,364.96
b	3191740990	GA-2425	ECLC of NJ - SY	\$12,284.64
c	1764996066	KL-2024	Celebrate the Children - ESY	\$2,032.37
d	1764996066	KL-2425	Celebrate the Children - SY	\$15,905.52

13. Approve Parent Organization Fundraiser

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following parent organization fundraiser for the 2024-2025 school year:

	<b>Organization</b>	<b>School</b>	<b>Event</b>	<b>Date</b>
a	BMS HSA	BMS	Fall Book Fair	Fall 2024
b	BMS HSA	BMS	Kiss The Pig Fundraiser	Fall 2024
c	BMS HSA	BMS	8th Grade Coffee Fundraiser	Fall 2024
d	BMS HSA	BMS	8th Grade Car Wash & Bake Sale	Fall 2024 & Spring 2025
e	BMS HSA	BMS	8th Grade Lawn Sign Fundraiser	Spring 2025
f	BMS HSA	BMS	Summer Reading Fundraiser	Spring 2025
g	BMS HSA	BMS	Spirit Days - with local businesses	2024-2025 SY

14. Approve 2023-2024 Non-Public Technology Aid\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the use of funds for Non-Public Technology Aid for the following school:

	<b>Non-Public School</b>	<b>Description</b>	<b>Amount</b>
a	School of St. Elizabeth	Dymo Labelwriter 5XL- BW- direct thermal printer	\$191.99
b	School of St. Elizabeth	Epson PowerLite 119W- 3LCD projector	\$555.00
c	School of St. Elizabeth	Lenovo 14e Chromebook Gen 3 14" Intel N-series N200	\$470.71

15. Approve Professional Development Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the contract for Lift As We Climb Consulting, LLC, for professional development in sheltered instruction and bilingual program coaching for the 2024-2025 school year in the amount of \$18,400, funded in part by Title III federal grant.

16. Approve NJ CAP Grant

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the application and approves funds for the 2024-2025 school year for the NJ CAP (Child Assault Prevention) grant in the amount of \$1,985.

17. Approve Global Compliance Network\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Global Compliance Network for internet-based professional development for the 2024-2025 school year in the amount of \$2,000.

18. Approve Capturing Kids' Hearts\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Capturing Kids' Hearts to provide K-12 SEL Curriculum and Onsite Professional Development not to exceed \$60,000 for the 2024-2025 school year, with funding through ARP ESSER.

19. Approve Swank Film Services\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Swank Film Services for Bernards High School for the 2024-2025 school year, in the amount of \$3,000.

20. Approve DBQ (Document Based Question) Project

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve DBQ Project for document based question assessment and professional development for Bernardsville Middle School for the 2024-2025 school year, in the amount of \$4,000.

21. Approve Adios Textbook\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Adios Textbook for online world language resources for Bedwell Elementary School, Bernardsville Middle School, and Bernards High School for the 2024-2025 school year, in the amount of \$2,000.

22. Approve IXL\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve IXL for reading and math assessments for Bernards High School for the 2024-2025 school year, in the amount of \$1,000 from Title III funds.

23. Approve Reading A-Z

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Reading A-Z for reading assessments for Bedwell Elementary School and Bernardsville Middle School for the 2024-2025 school year, in the amount of \$4,000 from Title III funds.

24. Approve Literacy Footprints

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Literacy Footprints for reading assessments for Bedwell Elementary School for the 2024-2025 school year, in the amount of \$1,000 from Title III funds.

25. Approve Quia\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Quia for world language assessments for Bedwell Elementary School, Bernardsville Middle School, and Bernards High School for the 2024-2025 school year, in the amount of \$1,000.

26. Approve Co-Curricular Stipend Amounts\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following athletic positions and stipend amounts:

Bernardsville Middle School Wrestling Head: *Stipend amount to be negotiated with SHEA*

Bernardsville Middle School Wrestling Assistant: *Stipend amount to be negotiated with SHEA*

Bernards High School Volleyball Assistant: *Stipend amount to be negotiated with SHEA*

27. Approve Shared Service Agreement for CJ PRIDE Consortium\*

RESOLVED, the Board hereby approves the Shared Service Agreement to renew membership of the CJ PRIDE Consortium for the 2024-2025 school year. The cost of renewal membership is not to exceed \$450.00

28. Approve Lifelines Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Empower Somerset for suicide prevention training in the amount of \$600.

29. Amend Award of Contract\*

RESOLVED, that the Somerset Hills Board of Education, upon recommendation of the Business Administrator approved the renewal of the FMSC contract with Maschio's Food Service, Inc. for the 2024-2025 school year as follows:

- a. FSMC Fee: The Somerset Hills School District shall pay Maschio's an annual management fee in the amount of \$18,840.93. The management fee shall be payable in monthly installments of \$1,884.09 per month commencing on September 1, 2024 and ending on June 30, 2025.
- b. Guarantee Information: No Guarantee.
- c. Total Cost of Contract: The total cost of contract is \$668,504.70.

30. Approve JAG-One Agreement\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve JAG-One agreement to provide athletic training service for the district not to exceed \$80,000 for the 2024-2025 school year.

31. Approve Joint Transportation Agreement\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Joint Transportation Agreement with Delaware Valley Regional High School to provide transportation services for the 2024-2025 school year. Not to exceed \$15,000.

32. Approve i-Ready Classroom Mathematics 2024 Program K-5

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve i-Ready Classroom Mathematics (iRCM) 2024 Program from Curriculum Associates for grades K-5 and PD for Bedwell and Bernardsville Middle School for the 2024-2025 school year, not to exceed \$75,000. (Total cost for two years)

33. 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 site license from Curriculum Associates for grades 6-8 for Bernardsville Middle School for the 2024-2025 school year, not to exceed \$10,000.

34. Approve i-Ready Reading Assessment

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve i-Ready Reading Assessment for grades K-8 from Curriculum Associates for the 2024-2025 school year, not to exceed \$6,300.

35. Approve Concepts & Connections (2025) - Algebra 2 Mathematics Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Concepts & Connections Algebra II ©2025 from National Geographic/Cengage Learning for Algebra II A course at Bernards High School for the 2024-2025 school year, not to exceed \$18,000 (Total cost covers 6 years)

36. Approve AP Calculus BC Mathematics Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Larson/Edwards Calculus program from National Geographic/Cengage Learning for AP Calculus BC course for Bernards High School for the 2024-2025 school year, not to exceed \$11,000. (Total cost covers 6 years)

37. Approve AP Physics 1 Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve College Physics for the AP program from Bedford, Freeman, and Worth publishers for AP Physics 1 and 2 courses for Bernards High School for the 2024-2025 school year, not to exceed \$15,000. (Total cost covers 6 years)

**IX. FACILITIES & OPERATIONS**

A. Committee Report & Discussion:

B. Action Items:

1. HIB Report

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on May 14, 2024, and upheld the findings and/or consequences recommended by the Superintendent:

<u>School</u>	<u>Report #</u>	<u>Outcomes</u>
BMS	32A	Founded
BMS	32B	Unfounded

2. HIB Report\*

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on May 14, 2024, and upheld the findings and/or consequences recommended by the Superintendent:

<u>School</u>	<u>Report #</u>	<u>Outcome</u>
BHS	16	Unfounded

**X. 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	d'Anunciacao, Jessica	Safety-Care Initial Certification Training	9/11/24-9/13/24	\$2,050
c	BMS	Garofalo, Lisa	Capturing Kids' Hearts Leadership Blueprint Training	7/16/24, 7/17/24	\$600
d	BMS	Petrie, George	Field Trip Chaperone	6/10/24	\$0
e	BES	Pistilli-Urena, Jaclyn	Field Trip Chaperone	5/20/24	\$0
f	BES	Pistilli-Urena, Jaclyn	Field Trip Chaperone	6/6/24	\$0

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(s)	Est. Cost
a	District	Barna, Lindsay	Teaching Reading Across the Day Virtual Institute	7/17/24	\$299
b	District	Barna, Lindsay	Illuminate 2024: NJ Principals and Supervisors Association/Foundation for Educational Administration/NJ Association for Supervision and Curriculum Development Fall Conference	10/17/24, 10/18/24	\$858.64
c	District	Butler, Coleen	interNETworking 2024	7/18/24	\$0
d	District	Butler, Coleen	Illuminate 2024: NJ Principals and Supervisors Association/Foundation for Educational Administration/NJ Association for Supervision and Curriculum Development Fall Conference	10/17/24, 10/18/24	\$858.64
e	District	Butler, Coleen	Institutional Compliance Solutions - K12 Title IX Training - New Title IX Regulations Bootcamp	7/16/24	\$599
f	BHS	Carey, Amanda	Center for Dyslexia Studies - Executive Functioning: Research & Practices to Reduce Stress and Build Resiliency in the Classroom	7/10/24	\$60
g	BHS	Carey, Amanda	Center for Dyslexia Studies -	7/16/24, 7/17/24	\$60

			Comprehension Strategies for Middle and High School Students with Reading Difficulties		
h	BHS	Carey, Amanda	Center for Dyslexia Studies - Reading Intervention Strategies, Progress Monitoring & Small Group Instruction	7/18/24	\$75
i	BHS	Coheleach, Ilona	Field Trip Chaperone	5/24/24	\$0
j	BHS	Coheleach, Ilona	Field Trip Chaperone	5/28/24	\$0
k	BHS	Corbett, Mike	Legal One: Mastering Collective Bargaining: Understanding Your Rights & How NJPSA Can Support	7/30/24	\$31.96
l	BHS	Crisman, Gillian	Rutgers University - Advanced Placement Summer Institute Online - Art & Design	7/22/24-7/25/24	\$900
m	District	Edgerton, Olga	Illuminate 2024: NJ Principals and Supervisors Association, Foundation for Educational Administration and NJ Association for Supervision and Curriculum Development Fall Conference	10/17/24-10/18/24	\$858.64
n	BHS	Ellis, Amanda	Rutgers School Counselor Luncheon	6/7/24	\$0
o	BHS	Falletta, LuAnn	Rutgers University - Advanced Placement Summer Institute Online - AP Calculus	7/22/24-7/25/24	\$900
p	BHS	Ferrara, James	Field Trip Chaperone	5/28/24	\$0
q	BHS	Kaufman, Justin	William & Mary - Advanced Placement Summer Institute Online - AP Statistics	7/23/24-7/26/24	\$700
r	BHS	Neigel, Scott	Illuminate 2024: NJ Principals and Supervisors Association, Foundation for Educational Administration and NJ Association for Supervision and Curriculum Development Fall Conference	10/17/24, 10/18/24	\$592.49
s	BHS	Riccio, Frank	NJ School Buildings and Grounds Association Facilities Training	7/16/24	\$0

3. Approve Language Education Instructional Program (LIEP) 3-Year Program Plan\*  
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the 2024-2027 LIEP 3-Year Plan on file in the Curriculum Office.

4. Approve Evaluation Instruments\*  
RESOLVED, that the Somerset Hills Board of Education approve the instruments for teacher evaluation (Danielson and iObservation) and administrator evaluation (Marshall and T-Evaluation) for the 2024-2025 school year.

## **XII. PERSONNEL**

- A. Committee Report and Discussion.
- B. Action Items:

1. Accepts Resignation

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts the resignation of the following employees:

	<b>Employee</b>	<b>School</b>	<b>Position</b>	<b>Effective</b>
a	Allen, Jazmyn	BES	Principal ADM.ES.PRIN.NA.01	7/11/24
b	Morin, Jackie	BES	Special Education Paraprofessional PARA.DIST.ACE.NA.03	6/18/24
c	Uvarova, Zhenya	BES	Regular Paraprofessional PARA.DIST.REG.NA.06	6/4/24

2. Accepts Resignation\*

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

	<b>Employee</b>	<b>School</b>	<b>Position</b>	<b>Effective</b>
a	Wannarut, Siriphan	BHS	Custodian CUS.DIST.CUST.02	6/25/24

3. Approve Administrative Leave with Pay\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following administrative leave with pay:

	<b>Employee</b>	<b>Effective</b>
a	8689	5/21/24- TBD pending investigation

4. 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*:

	<b>Name</b>	<b>Substitute Position</b>	<b>Certification</b>	<b>Effective</b>
a	Fulper, James	Maintenance	n/a	5/1/24
b	Ventura, Yaniri	Custodial	n/a	6/27/24
c	Smith, Jodi	Confidential Secretary	n/a	6/11/24
d	Uvarova, Zhenya	Regular Paraprofessional	n/a	6/5/24

5. Approve Student Internship

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following student observation for the 2023-2024 school year:

	<b>Name</b>	<b>School/Subject</b>	<b>Mentor</b>	<b>Program</b>	<b>Effective</b>
a	Shabazz, Laura	BES/Elementary	Jasterbeck, Linda	NJ City University New Pathways to Teaching in NJ	6/1/24 - 6/18/24

6. Approve Homework Hub

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following employees for Homework Hub; Funded by Municipal Alliance, for the 2023-2024 school year:

	<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Stipend</b>
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a	Andino, Alex	BMS	Homework Hub Instructor: Funded by Municipal Alliance	\$61.12/per hour
b	Geyer, Julie	BMS	Homework Hub Instructor: Funded by Municipal Alliance	\$61.12/per hour
c	Reilly, Kathryn	BMS	Homework Hub Instructor: Funded by Municipal Alliance	\$61.12/per hour
d	Wells, Kelly	BMS	Homework Hub Instructor: Funded by Municipal Alliance	\$61.12/per hour

7. Approve Stipend Positions

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following stipend positions for the 2023-2024 school year:

	Name	School	Position	Stipend
a	DeRoberts, Theresa	BES	B -Well Girls Program Funded by Municipal Alliance	\$61.12/hour
b	Brooten, Darcey	BES	B -Well Girls Program Funded by Municipal Alliance	\$61.12/hou

8. Approve Appointment Certificated Staff

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following certificated staff for the 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Level	Step	Salary	Replace	Effective
a	Bohr, Jennifer	BES	Math Support Teacher TCH.ES.BCSK.NA.03	MA+15	14-15	\$90,360	new	9/1/24
b	Lourenco, Emma	BES	Kindergarten Teacher TCH.ES.ELEM.KD.05	MA+15	1	\$74,590	new	9/1/24
c	Jurgens, Allyssa	BMS	Music Teacher TCH.MS.MUSI.NA.02	BA	1-2	\$65,540	Sands	9/1/24
d	Lynch-Smith, Marissa	BES	Special Education Teacher TCH.ES.RERM.NA.06	MA	5-6	\$73,540	Bohr	9/1/24

9. Approve Appointment Certificated Staff\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following certificated staff for the 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Level	Step	Salary	Replace	Effective
a	Zangara, Timothy	BHS	Social Studies Teacher TCH.HS.HIST.NA.08	MA	7-8	\$74,990	Reitz	9/1/24

10. Approve Appointment Administrative Staff

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following administrative staff for the 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Level	Step	Salary	Replace	Effective
a	Koellhoffer, Keith	BES	Acting Principal ADM.ES.PRIN.NA.01	n/a	n/a	\$119,840	Allen	7/15/24
b	Akauola, Jasmine	BES	Assistant Principal ADM.ES.APRN.NA.01	n/a	n/a	\$115,000	Keri	8/20/24 or sooner as determined by the Superintendent

c	Walsh, Joseph	BMS	Interim Assistant Principal ADM.MS.APRN.NA.01	n/a	n/a	\$450/diem	Koellhoffer	7/15/24 <i>pending clearance</i>
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11. Approve Stipend Positions

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following stipend positions for the 2024-2025 school year:

	Name	Position	Stipend
a	Koellhoffer, Keith	BMS Acting Principal	\$2,083/month
b	Komsiri, Bhanca	BMS Head / Lead Custodian	\$3,500
c	Singsongkam, Khambone	BES Head / Lead Custodian	\$3,500

12. Approve Stipend Positions\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following stipend positions for the 2024-2025 school year:

	Name	Position	Stipend
a	Komsiri, Bhanca	Board Mail Person	\$5,245
b	Gonzalez, Didier	BHS Head / Lead Custodian	\$6,000

13. Approve Leave Replacement Teacher

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following Leave Replacement Teacher for the 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Replace	Level	Step	Salary	Effective
a	Cronin, Sara	BES	Teacher	8642	BA	1-2	\$65,540	9/1/24 - 1/24/25

14. Amend Appointment Certified Staff

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the appointment of the following certified staff for the 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Level	Step	Salary	Longevity	Total Salary
a	St. Ours, Elizabeth	BMS	Teacher	MA+60	18	\$106,435	<b>\$750</b>	\$107,185
b	Smith, Lauren	BES	Teacher	MA+15	18	\$98,985	<b>\$750</b>	\$99,735
c	Brooten, Darcey	BES	Teacher	MA+60	18	\$106,435	<b>\$750</b>	\$107,185

15. 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 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Step	Salary	Replace	Effective
a	Melkote, Pari	Olcott	Registrar SEC.DIST.RGST.NA.01	n/a	\$69,400	new	7/15/24 7/1/24

16. 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 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Step	Salary	Replace	Effective
a	Smith, Jodi	Olcott	Accounts Payable SEC.DIST.APAY..NA.01	n/a	\$74,000	Thorp	7/1/24
b	Yannotta, Robert	Olcott	Maintenance/HVAC MNT.DIST.MTCE.NA.03 Step 11 \$69,613 Sys Maint \$16,774 HVAC \$5,002 Plaster/Mason \$1,830	11	\$93,219	Tomza	8/5/24
c	DeJesus, Frances	Olcott	Bus Driver BUS.DIST.TRDR.NA.16	n/a	\$34/hour	new	9/1/24
d	Vega, Jannette	Olcott	Bus Driver BUS.DIST.TRDR.NA.16	n/a	\$34/hour	new	9/1/24
e	Flynn, Connor	Olcott	Webmaster TEC.DIST.TECH.NA.06	n/a	\$55,000	new	7/1/24
f	Turner, Maribel	Olcott	FT Custodian w/Night Differential CUS.DIST.CUST.02	18	\$55,180	Wannarut	7/1/24
g	Cantor, Lady	Olcott	PT Custodian CUS.DIST.CUST.22	10	\$21,895	Turner	7/1/24

17. Approve Transition Days\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve four (4) transition days for Jodi Smith, Accounts Payable, at her 2024-2025 per diem rate.

18. 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	8642	BES	Teacher	Disability Sick	04/29/24-06/18/24 06/17/24
				Disability Sick	04/29/24-06/13/24 (paid; w/benefits)
				FMLA	06/19/24-06/21/24 06/18/24-06/21/24
				FMLA	06/14/24-06/22/24 (unpaid; w/benefits)
				FMLA	09/01/24-11/16/24 11/15/24 (unpaid; w/benefits)
				Parenthood Leave	11/17/24 11/16/24-01/24/25 (unpaid; COBRA)
				Anticipated Return	01/27/25 (first day of 3rd MKP)

19. Approve Certificated Staff - IEP Meetings\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve all District General Education & Special Education Certificated Staff for up to 5 hours of IEP Meetings during the months of July and August 2024 at \$50 per hour.

20. Approve Summer Work\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following 2024 summer work for staff members to be paid at their 2024-2025 per hour rate; *Attachment A*

21. Approve Summer Work

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following 2024 summer work for staff members to be paid at their 2024-2025 per hour rate; *Attachment A*

22. Approve Summer Instruction\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following 2024 summer instruction work for staff members to be paid at the 2023-2024 per hour rate; *Attachment A*

23. Approve Summer Instruction

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following 2024 summer instruction work for staff members to be paid at the 2023-2024 per hour rate; *Attachment A*

24. Approve Extended School Year Staff\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Extended School Year Staff for summer 2024 at their 2023-2024 per hour rate; *Attachment A*

25. Approve Extended School Year Transportation\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Extended School Year Transportation staff members for summer 2024 at their 2024-2025 per hour rate; *Attachment A*

26. Approve Summer Curriculum\*

RESOLVED that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following teachers and days for the 2024 summer curriculum projects in order to update documents to meet New Jersey Standards and Course Requirements. As per SHEA contract, 1 day is defined as 5 hours of work at \$40/hour; *Attachment A*

27. Approve Athletic Positions BHS\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following BHS athletic positions for the 2024-2025 school year; *Attachment A*

28. Approve Co-Curricular Positions BHS\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following BHS co-curricular positions for the 2024-2025 school year; *Attachment A*

29. Approve Athletic Positions BMS

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following BMS athletic positions for the 2024-2025 school year; *Attachment A*

30. Approve Co-Curricular Positions BMS

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following BMS co-curricular positions for the 2024-2025 school year; *Attachment A*

31. Approve Co-Curricular Positions BES

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following BES co-curricular positions for the 2024-2025 school year; *Attachment A*

32. Amend Custodial Staff Salaries 2024-2025 School Year\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the following custodial staff salaries for the 2024-2025 school year; *Attachment A*

33. Reappoint Unaffiliated Non-Certified Staff 2024-2025 School Year\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, reappoint the following unaffiliated non-certified staff for the 2024-2025 school year; *Attachment A*

34. Reappoint Unaffiliated Administrators 2024-2025 School Year\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, reappoint the following unaffiliated administrators for the 2024-2025 school year; *Attachment A*

35. Reappoint Substitutes 2024-2025 School Year\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, reappoint the following substitutes for the 2024-2025 school year: *Attachment A*

36. Reappoint Translators & Interpreters 2024-2025 School Year\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, reappoint the following translators & interpreters for the 2024-2025 school year: *Attachment A*

37. Approve Overloads\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following overloads for the 2024-2025 school year:

	Type of Support	Teacher	Term	Periods/ week	Salary	OVERLOAD Salary prorated
a	English - SIP	Weltler, Lynn	S1*	5	\$115,960	\$9,665.27
b	English	Pari, Randall	FY	5	\$78,635	\$13,108.45

c	Financial Literacy	Theresa Murphy	FY	2	\$87,660	\$5,845.17
d	French/WL	Thatcher, Stephanie	FY	5	\$92,835	\$15,475.59
e	Latin/WL	Jared Ciocco	FY	5	\$74,990	\$12,500.83
f	Learning Strategies	Snyder, Allison	FY	5	\$97,810	\$16,304.93
g	Learning Strategies	Hunkele, Heather	FY	5	\$107,785	\$17,967.76
h	Learning Strategies	Amanda Carey	FY	5	\$74,010	\$12,337.47
i	Math - SIP	Camuto, Lisa	S1*	5	\$87,660	\$7,306.46
j	Science - Biology A	Palmere, Lilian	FY	3	\$72,390	\$7,240.45
k	Spanish/WL	Bracero, Jeannette	FY	5	\$98,560	\$16,429.95

★ Per diem until completed as determined by Principal

38. Approve Home Instruction\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following home instructors for the 2024-2025 school year, *subject to further investigation pursuant to law*;

	Name
a	All District Certified Staff
b	Clendenny, Marilyn
c	Davis, Margaret
d	Dunker, Jeff
e	Lewis, Danette
f	Prothero, Ruth
g	Redling, Kathleen

39. Approve Job Descriptions\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following job descriptions;

a	Webmaster
b	Executive Assistant to the Superintendent of Schools/Coordinator of Communications
c	Director of Academic Support, Enrichment and Multilingual Education

40. Approve Staff Member Nonresident Student\*

RESOLVED, that the Somerset Hills Board of Education upon the recommendation of the Superintendent, approve nonresident student of the following staff member for the 2024-2025 school year:

	Grade	Staff Member
a	Grade 12	Mark Noonan

41. Approve Staff Member Nonresident Students

RESOLVED, that the Somerset Hills Board of Education upon the recommendation of the Superintendent, approve nonresident students of the following staff members for the 2024-2025 school year:

	Grade	Staff Member
a	Grade 5	Jon Simoneau
b	Grade 6	Maureen Ziolkowski

42. Evaluation Completion - Superintendent of Schools

RESOLVED, that the Somerset Hills Board of Education upon the recommendation of the Superintendent, approve the completion of the evaluation of Dr. Brian Brotschul for the 2023-2024 school year; pursuant to Board of Education Policy 1240 and N.J.A.C. 6A:10-8.1 et seq.

43. Approve Permanent Substitutes\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following permanent substitutes for the 2024-2025 school year *subject to further investigation pursuant to law*:

	Name	Substitute Position	Certification	Effective
a	DiSabto, Felicia	Teacher/Paraprofessional	County Substitute Certificate	9/1/24
b	Palma, Joseph	Teacher/Paraprofessional	CEAS	9/1/24
c	Taesler, Rachael	Teacher/Paraprofessional	County Substitute Certificate	9/1/24

44. Approve Stipend Position\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following stipend position for the 2023-2024 school year:

	Name	Position	Stipend
a	Ferrara, James	PAC Light & Sound Operator	\$41.98/hour

45. Approve Substitutes\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following substitutes for the 2024-2025 school year *subject to further investigation pursuant to law*:

	Name	Substitute Position	Certification	Effective
a	Ream, Marybeth	Teacher/Paraprofessional	County Substitute Certificate	9/1/24
b	Sanguiliano, Amanda	Teacher/Paraprofessional	County Substitute Certificate	9/1/24
c	Swankosky, Debra	Teacher/Paraprofessional	County Substitute Certificate	9/1/24
d	Wilkie, Susan	Teacher/Paraprofessional	County Substitute Certificate	9/1/24

**XIII. POLICY**

A. Committee Report and Discussion.

B. Action Items:

1. First Reading\*

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

Policy/Regulation #	Title

R5530	Substance Abuse (M)
P0164	Conduct of Board Meeting
P0155	Board Committees
P5111	Eligibility of Resident/Nonresident Students (M)

## 2. Board Norms\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the the 2024-2025 Board of Education Norms for all Board of Education members:

### Before a Meeting:

- Arrive on time and prepared (read agenda and all attachments, including committee minutes in advance).
- Understand the placement of items on the agenda and understand why.
- Observe the board chain of command and respect the distinction between the role of the superintendent and the board.
- Understand what our role as members of the board is, including what items are executive session discussions versus public meeting discussions.
- Be problem solvers by working through issues and seeking advice and clarity from fellow board members and NJSBA if there are points of concern or contention.

### During a Meeting:

- No active use of phones in executive sessions or at the board table.
- Why speaking/why not?
- Value all voices; everyone has a chance to respond while being respectful of others.
- Non-repetition of issues/debate by the same individual until all have had the opportunity to speak.
- Signal to the board president to speak, the board president acknowledges the next speaker to allow uninterrupted opinions with time in mind.
- No surprises to the board or administration.

### After a Meeting:

- Support the outcomes determined by the majority while ensuring that minority voices are acknowledged.
- Abide by your responsibilities as a board member and be respectful of administrative and board time constraints.
- Be dedicated to supporting and attending school functions.
- Strive to develop professionally as individual board members and as a Board.
- Remember that students are always at the center of our decisions.

## **XIV. Public Comments**

Public comments are welcome at this time on any topic. Please state your name and address. Comments are limited to three minutes. At three minutes you will be interrupted and asked to pause to allow any other members of the public who would like to speak an opportunity to do so. An individual may return to the podium to complete their statement after everyone else has had an opportunity to speak for a total

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of two times at the podium. 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 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. A reminder for all parties in attendance to remain respectful and that there should be no interaction between the speaker and the audience. No members of the audience should interfere with or interrupt a speaker's comments. Thank you in advance for your input.

**XV. Supplementary Matter**

The views and opinions that are/may be expressed by individual members of the Somerset Hills Board of Education during Supplementary Matters are solely those of the individual Board members, and do not reflect the views, opinions, policies, regulations and/or positions of the Somerset Hills Board of Education and/or any other individual members of the Board.

**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)**