

The Somerset Hills School District
Regular Meeting Minutes - September 25, 2024
Executive Session - 6:00 P.M.
Public Input & Action - 7:30 P.M.
Bernards High School - Community Room

Call to Order & Welcome

Mrs. Frenda called the meeting to order 6:06 p.m.

Roll Call

Present:

Mr. Baker
 Ms. Ballard
 Ms. Cooper
 Mrs. deGrandpré

Mrs. Frenda
 Ms. Gils
 Mrs. Santoro (arrived 6:20 pm)

Absent:

Mr. Joyce
 Ms. Nathans
 Mrs. Wry

Also Present:

Dr. Brian Brotschul
 Dr. Coleen Butler
 Mrs. Jinnee DeMarco
 Ms. Hope Blackburn, Esq.

Board Norms**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.

District Goals

2024-2025 District Goals

- **Academic**
 - Show progress in decreasing achievement gaps by advancing academic performance through increased support in areas of instruction for academic subgroups. Evaluate progress annually using all available assessment data.
 - Identify staff to leverage existing education by assessing interest in obtaining further certifications to expand available dual enrollment and career and technical education (CTE) student course offerings.
- **Facilities**
 - To prioritize planning for STEM/Robotics/CTE curriculum, develop a prioritized long-range facility plan and cost estimates by November 2024.
- **Community Integration**
 - To support the belief that every community member is a stakeholder, develop 2-3 avenues to expand community connectivity and engage with all community members to communicate district outcomes and opportunities for further engagement with those residents with and without school-aged children by June 2025.
- **Culture & Climate / Social Emotional Learning**
 - By June 2025 identify and implement tools and mechanisms to establish a baseline understanding of student and staff experience in Somerset Hills School District to develop a future strategic plan to enhance workplace and school culture, climate, and social-emotional learning.

Executive Session

Mr. Baker moved the following at 6:07 p.m., Ms. Cooper seconded.

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.

The Board returned to Public Session 7:34 p.m

Pledge of Allegiance

Report of the Superintendent

1. Student Representatives' Report - BMS representatives Ameya Ram and Clarissa Caggiano gave their report. BHS representative Nora Jurczak gave the report.
2. Board Recognition - Retirees
 - a. WHEREAS, David Brothers has been employed from September 2007 through June 2025 as a Teacher; and
WHEREAS, he exemplified expertise, commitment, and professionalism in his duties; and
NOW THEREFORE BE IT RESOLVED, that the Somerset Hills School District and Board of Education recognize David Brother's retirement effective July 1, 2025, and extend to him congratulations and best wishes for a happy, healthy, and enjoyable retirement.
3. Academic Report - Dr. Olga Edgerton, District Testing Coordinator and Supervisor of Math, Science, and Technology; Ms. Lindsay Barna, Supervisor of English Language Arts, Visual and Performing Arts, and Media Specialists; and Michael Catelli, Director of Academic Support, Enrichment and Multilingual Education.
4. Dr. Brotschul's Update

Public Comments for Actionable Agenda Items

None

Seeing no one from the public, Mrs. deGrandpré moved to close public comments, Mrs. Santoro seconded.

APPROVAL OF MINUTES*

Ms. Gils moved item #1, Mr. Baker seconded.

Item #1 - August 21, 2024 minutes was approved by roll call vote of 7-0-0. Voting: Ayes: Baker, Ballard, Cooper, deGrandpré, Gils, Santoro, Frenda. Absent: Joyce, Nathans, Wry.

Item #1 - September 16, 2024 minutes was approved by roll call vote of 6-0-1. Voting: Ayes: Baker, Cooper, deGrandpré, Gils, Santoro, Frenda. Absent: Joyce, Nathans, Wry.

Ms. Ballard abstained.

1. Approval of Minutes*

RESOLVED, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for August 21, 2024, and Special Meeting and Executive meeting minutes for September 16, 2024.

FINANCE

- A. Committee Report & Discussion: Mr. Baker gave the report. The committee met on September 11, 2024.
 B. Finance Action Items: Mrs. deGrandpré moved items #1-22, Mr. Baker seconded.

Items #1-22 were approved by roll call vote of 7-0-0. Voting: Ayes: Baker, Ballard, Cooper, deGrandpré, Gils, Santoro, Frenda. Absent: Joyce, Nathans, Wry

1. Board Secretary & Treasurer Reports & Board Certification*

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

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$11,664,339.71	\$11,664,339.71
(20) Special Revenue Fund	\$137,169.25	\$137,169.25
(30) Capital Projects Fund	\$114,058.25	\$114,058.25
(40)Debt Service Fund	\$0.43	\$0.43
Total Government Funds	\$11,915,567.64	\$11,915,567.64

(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 August 2024 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$12,625,927.74	\$12,625,927.74
(20) Special Revenue Fund	\$138,129.18	\$138,129.18
(30) Capital Projects Fund	\$114,058.25	\$114,058.25
(40)Debt Service Fund	\$214,046.10	\$214,046.10
Total Government Funds	\$13,092,161.27	\$13,092,161.27

(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 July 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:

FUND	
(10) General Fund	\$1,797,278.57
(20) Special Revenue Fund	\$4,729.62
(30) Capital Projects Fund	–
(40) Debt Service Fund	–
(60) Cafeteria Fund	–
(90) Agency Fund	\$303,093.13
TOTAL	\$2,105,101.32

4. Payment of Bills*

WHEREAS, the Board Secretary has presented attached August 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:

FUND	
(10) General Fund	\$2,246,472.42
(20) Special Revenue Fund	\$26,449.40
(30) Capital Projects Fund	–
(40) Debt Service Fund	–
(60) Cafeteria Fund	–
(90) Agency Fund	\$290,524.35
TOTAL	\$2,563,446.17

5. Payment of Bills*

WHEREAS, the Board Secretary has presented attached September 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:

FUND	
(10) General Fund	\$1,455,871.27
(20) Special Revenue Fund	\$424,365.49
(30) Capital Projects Fund	–
(40) Debt Service Fund	–
(60) Cafeteria Fund	–
(90) Agency Fund	–
TOTAL	\$1,880,236.76

6. Approve 2024-2025 Budget Transfers*

RESOLVED, that the Somerset Hills Board of Education approve the attached list of budget transfers for July and August 2024.

7. Approve Special Education Schools*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following schools for the 2024-2025 school year and extended school year.

	Student ID#	School	Location	Cost
a	9284203066	Long Hill Twp. School District - ESY	Gillette, NJ	\$5,665.89
b	9284203066	Long Hill Twp. School District - SY	Gillette, NJ	\$56,658.94

8. Approve Settlement Agreement*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Settlement Agreement for student ID 2636698595 for the 2024-2025 school year.

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 ID 1079125455 for the 2024-2025 school year.

10. Accept Donations*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent accepts the following donations for the 2024-2025 school.

	Organization	Item	School	Amount/ Value
a	CW Solutions, Inc. d/b/a CW Solutions	70" Promethean Board	Bedwell	\$4,000

11. Approve HESAA Memorandum of Agreement*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, hereby enters into an agreement with Higher Education Student Assistance Authority (HESAA) to provide the students of Somerset Hills assistance with completing the Free Application for Federal Student Aid (FAFSA) application for the 2024-2025 school year at no cost to the district.

12. 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.

13. 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 2024-2025 school year:

FURTHER RESOLVED, 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 2024-2025 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

14. 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 2023-2024 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.

15. 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 2024-2025 school year for the Municipal Alliance Grant as follows:

	Grant/Program	School	Amount
a	B Well	BES	\$5,000.00
b	Youth Summit	BMS	\$2,500.00
c	BMS After School Program	BMS	\$2,500.00

16. 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 2024-2025 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

17. 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 for the 2024-2025 school year amount not to exceed \$2,500.00.

18. Amend Special Law Enforcement Officers Services*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the contract with the Bernardsville Police Department for Special Law Enforcement Officer Services effective September 1, 2024 for the 2024-2025 school year amount not to exceed \$198,600..

19. Approve Lease Purchase Agreement*

WHEREAS, Somerset Hills Board of Education, a body politic and corporate duly organized and existing as a political subdivision of the State (“Lessee”), is authorized by the laws of the State of New Jersey to purchase, acquire and lease personal property for the benefit of Lessee and to enter into contracts with respect thereto; and

WHEREAS, Lessee desires to purchase, acquire, finance and lease certain equipment with a cost not to exceed \$336,764.53 constituting personal property necessary for Lessee to perform essential governmental functions (the “Equipment”); and

WHEREAS, Lessee proposes to enter into that certain Lease Purchase Agreement (the “Agreement”), with First American Commercial Bancopr Inc., d/b/a First American Equipment Finance. (“Lessor”), the form of which has been available for review by the governing body of Lessee prior to this meeting; and

WHEREAS, the funds made available by Lessor under the Agreement will be deposited pursuant to the terms of that certain Escrow Agreement, among Lessee, the Lessor and First American Commercial Bancopr Inc. (the “Escrow Agreement”); and together with the Agreement, the “Financing Documents”) and will be applied to the acquisition of the Equipment in accordance with said Escrow Agreement; and

WHEREAS, the Equipment is essential for Lessee to perform its governmental functions; and

WHEREAS, Lessee has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment; and

WHEREAS, the governing body of Lessee deems it for the benefit of Lessee and for the efficient and effective administration thereof to enter into the Financing Documents and any other documentation necessary, convenient or appropriate for the purpose of the financing the Equipment on the terms and conditions described therein;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE, that Lessee is hereby authorized to execute and deliver the Agreement with principal components of rental payments in an aggregate amount not to exceed \$336,764.53.

BE IT FURTHER RESOLVED, that the Financing Documents and the acquisition and financing of the Equipment under the terms and conditions as described in the Financing Documents are hereby approved. The School Business Administrator/ Board Secretary be, and hereby is, authorized to execute, acknowledge and deliver the Financing Documents and any and all instruments, documents and certificates which may be required by or provided for in the Financing Documents or as may otherwise be required for or necessary, convenient or appropriate to the financing described in this resolution together with any changes, insertions and omissions therein as may be approved by the officer(s) who execute the Financing Documents, such approval to be conclusively evidenced by such execution and delivery of the Financing Documents. The School Business Administrator/ Board Secretary be, and hereby is, authorized to affix the official seal of Lessee to the Financing Documents and attest the same.

BE IT FURTHER RESOLVED, that the School Business Administrator/ Board Secretary be, and hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Financing Documents.

BE IT FURTHER RESOLVED, that pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the “Code”), Lessee hereby specifically designates the Agreement as a “qualified tax-exempt obligation” for purposes of Section 265(b)(3) of the Code.

BE IT FURTHER RESOLVED, that nothing contained in this resolution, the Agreement nor any other instrument shall be construed with respect to Lessee as incurring a pecuniary liability or charge upon the general credit of Lessee or against its taxing power, nor shall the breach of any agreement contained in this resolution, the Agreement or any other instrument or document executed in connection therewith impose any pecuniary liability upon Lessee or any charge upon its general credit or against its taxing power, except to the extent that the rental payments payable under the Agreement are special limited obligations of Lessee as provided in the Agreement.

BE IT FURTHER RESOLVED, that if any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

20. Approve Service Contracts Amounts*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following additional amounts for the 2023-2024 school year.

	Provider	Service	Additional Amount
a	Bayada Nursing	Special Education Provider	\$2,000.00
b	Busch Law Group	Legal Services	\$27,500.00
c	Anderson Shaw	Legal Services	\$30,000.00
d	JAG-ATC, LLC	Athletic Trainer Services	\$8,100.00
e	Parette Somjen Architechts	Architectural Services	\$92,300.00

21. 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:

	Organization	School	Event	Date
a	PAC Parents	BHS	Fall Play Ad Sales	Sept/Oct 2024

22. 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 \$8,211, funded by Title IV federal grant.

C. Finance Old Business / New Business: n/a

FACILITIES & OPERATIONS

A. Committee Report & Discussion: Mrs. Santoro gave the report. The committee met on September 11, 2024.

B. Action Items: Mrs. Santoro moved item #1, Mr. Baker seconded.

Items #1-22 were approved by roll call vote of 7-0-0. Voting: Ayes: Baker, Ballard, Cooper, deGrandpré, Gils, Santoro, Frenda. Absent: Joyce, Nathans, Wry

1. **HIB Report***

RESOLVED, that the Somerset Hills Board of Education confirms that there are no HIB cases to be approved for the September 25, 2024 meeting.

C. Facilities & Operations Old Business / New Business:

1. Ms. Cooper asked for an update on Breakfast service.

CURRICULUM

A. Committee Report & Discussion: Ms. Cooper gave the report. The committee met on September 10, 2024.

B. Action Items: Ms. Cooper moved item #1-4, Ms. Ballard seconded.

Items #1-4 were approved by roll call vote of 7-0-0. Voting: Ayes: Baker, Ballard, Cooper, deGrandpré, Gils, Santoro, Frenda. Absent: Joyce, Nathans, Wry

Mr. Baker abstained on item 2(b)

Ms. Ballard abstained on item 2(c)

Ms. Cooper abstained on item 2(r)

Ms. Gils abstained on item 2(z)

Mrs. Santoro abstained on item 2(mm)

Mrs. Frenda abstained on item 2(y)

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 2024-2025 school year:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BMS	Adkins, Michele	LEGAL ONE: Anti Bullying Specialist Online Certificate Program	TBD	\$500
b	BMS	Adkins, Michele	Capturing Kids' Hearts Training	10/14/24	\$0
c	BMS	Boudreau, Derek	Capturing Kids' Hearts Training	10/14/24	\$0
d	BMS	Chaffee, Salome	Capturing Kids' Hearts Training	10/14/24	\$0
e	BMS	Clark, Michelle	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55

f	BMS	Cox, Brett	Capturing Kids' Hearts Training	10/14/24	\$0
g	BMS	Cox, Brett	Anti-Semitism Youth Summit	10/8/24	\$0
h	BMS	Fitzgerald, Marianne	Capturing Kids' Hearts Training	10/14/24	\$0
i	BMS	Froysland, Megan	Capturing Kids' Hearts Training	10/14/24	\$0
j	BMS	Garofalo, Lisa	Standard Reunification Method Training Seminar	10/3/24, 10/4/24	\$15.04
k	BMS	Garofalo, Lisa	2024 NJ Principals and Supervisors Association Fall Conference	10/17/24, 10/18/24	\$673.23
l	BMS	Gash, Adrienne	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
m	BMS	Gash, Adrienne	Capturing Kids' Hearts Training	10/14/24	\$0
n	BMS	Gash, Adrienne	Anti-Semitism Youth Summit	10/8/24	\$0
o	BMS	Habermas, Chris	Capturing Kids' Hearts Training	10/14/24	\$0
p	BMS	Haenny, Alexandra	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
q	BMS	Kleinstein, Mary	Capturing Kids' Hearts Training	10/14/24	\$0
r	BES	Lourenco, Emma	K-2: Support for Teachers Who Are New to Writing Instruction	9/26/24, 10/30/24, 12/3/24	\$500 (part of TC contract)
s	BES	Lourenco, Emma	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
t	BMS	Mahlik, Phil	Capturing Kids' Hearts Training	10/14/24	\$0
u	BMS	Marashlian, Nicole	Capturing Kids' Hearts Training	10/14/24	\$0
v	BMS	McGovern, Danielle	Responsive Grammar and Conventions Instruction	11/20/24, 1/15/25, 3/3/25	\$500 (part of TC contract)
w	BMS	Obert-Thorn, Karrie	Capturing Kids' Hearts Training	10/14/24	\$0
x	BMS	Oliveira, Ashley	Capturing Kids' Hearts Training	10/14/24	\$0
y	BMS	Pasquarelli, Jaclyn	Capturing Kids' Hearts Training	10/14/24	\$0
z	BMS	Porter, Shane	Capturing Kids' Hearts Training	10/14/24	\$0

aa	BMS	Reilly, Kathryn	Capturing Kids' Hearts Training	10/14/24	\$0
bb	BMS	Rizzuto, Rosemarie	Capturing Kids' Hearts Training	10/14/24	\$0
cc	BMS	Rounsaville, Julie-Ann	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
dd	BMS	Ryan, Suzanne	33rd Annual School Health Conference	10/16/24	\$250
ee	BMS	St. Ours, Elizabeth	Capturing Kids' Hearts Training	10/14/24	\$0
ff	BMS	Tresslar, Kristene	Capturing Kids' Hearts Training	10/14/24	\$0
gg	BMS	Wells, Kelly	Capturing Kids' Hearts Training	10/14/24	\$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 2024-2025 school year:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BHS	Alvez, Abigail	Youth Mental Health First Aid Training	9/24/24	\$0
b	District	Baker, Robert	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70
c	District	Ballard, Felicia	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70
d	District	Barna, Lindsay	Morris-Union Jointure Commission Music & Performing Arts Subcommittee Meetings	9/30/24, 1/13/25, 3/24/25	\$0
e	District	Barna, Lindsay	2024 Conference on English Leadership Annual Convention - Leadership Matters	11/25/24- 11/26/24	\$1650.50
f	District	Barna, Lindsay	LEGAL ONE: Addressing Staff Mental Health Issues	10/3/24	\$0
g	District	Barna, Lindsay	Teachers College Advancing Literacy Principals Conferences	10/9/24, 11/13/24, 1/8/25, 2/5/25, 5/7/25	(part of TC contracted services)
h	District	Bivaletz, Mia	NJ School Public Relations Association Fall Workshop - Strategic Planning	9/23/24	\$12.69
i	District	Brotschul, Brian	Strauss Esmay - HIB Training Program Fall 2024	9/30/24	\$145
j	District	Brotschul, Brian	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70

k	District	Brotschul, Brian	NJ School Public Relations Association Fall Workshop - Keeping Law & Order with Artificial Intelligence	9/23/24	\$0
l	District	Butler, Coleen	Greater Somerset County Association of Curriculum and Instruction Meetings	9/27/24, 10/25/24, 11/22/24, 1/24/25, 2/28/25, 3/28/25, 4/25/25, 5/30/25	\$0
m	District	Butler, Coleen	Morris-Union Jointure Commission Grant Subcommittee Meeting	1/28/25	\$0
n	District	Butler, Coleen	Morris-Union Jointure Commission Instructional Coaches Subcommittee Meetings	10/16/24, 12/4/24, 2/5/25, 4/2/25, 6/6/25	\$0
o	BHS	Carey, Amanda	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
p	District	Catelli, Michael	National Council for the Social Studies Annual Conference	11/19/24- 11/22/24	\$1784.50
q	BHS	Clark, Kelly	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
r	District	Cooper, Nicole	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70
s	District	DeMarco, Jinnee	Standard Reunification Method Training Seminar	10/3/24, 10/4/24	\$0
t	District	DeMarco, Jinnee	NJ Association of School Business Officials - OPRA/Negotiations/ Arbitration/Fact Finding & Records Retention	9/12/24	\$145
u	District	DeMarco, Jinnee	Somerset County Association of School Business Officials Monthly Meetings	9/27/24, 10/18/24, 11/22/24, 12/13/24, 1/17/25, 2/21/25, 3/21/25, 4/25/25, 5/16/25	\$0
v	District	DeMarco, Jinnee	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70
w	District	Edgerton, Olga	Morris-Union Jointure Commission STEAM Subcommittee	10/2/24, 12/3/24,	\$0

				2/11/25, 4/7/25, 6/9/25	
x	BHS	Falletta, LuAnn	AP Calculus Roundtable	10/18/24	\$0
y	District	Frenda, Sam	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70
z	District	Gils, Silvia	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70
aa	BHS	Hunkele, Heather	National Council of Teachers of English Annual Convention 2024	11/21/24, 11/22/24	\$480
bb	BHS	Johnson, Alec	Youth Mental Health First Aid Training	9/24/24	\$0
cc	BHS	Johnson, Alec	Somerset County Vocational & Technical High School's Annual Counselor & Child Study Team Meeting	10/2/24	\$0
dd	BHS	Kaplan, Dan	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
ee	District	Koransky, Jamie	Morris-Union Jointure Commission Director of Special Services Meetings	9/20/24, 10/18/24, 11/22/24, 12/13/24, 1/17/25, 2/21/25, 3/21/25, 5/2/25, 6/13/25	\$0
ff	District	Koransky, Jamie	Standard Reunification Method Training Seminar	10/3/24, 10/4/24	\$0
gg	BHS	Levine, Scott	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
hh	BHS	Murphy, Theresa	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
ii	District	O'Brien, Janice	National Council of Teachers of English Annual Convention 2024	11/21/24, 11/22/24	\$800
jj	BHS	Palmere, Lillian	Attend Sheltered Instruction Protocol Training at Franklin School District	10/17/24, 11/13/24, 12/18/24	\$77.55
kk	District	Riccio, Frank	School Transportation Supervisors of NJ Central Region Meeting District Report of Transported Resident Students Training and Transportation Discussion	10/1/24	\$0

ll	BHS	Riley, Pat	Field Trip Chaperone	12/19/24, 12/20/24	\$0
mm	District	Santoro, Heather	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70
nn	District	Schwarz, Jeremy	Standard Reunification Method Training Seminar	10/3/24, 10/4/24	\$0
oo	BHS	Sosely, Anna	College Board Fall Counselor Workshop	9/17/24	\$0
pp	BHS	Sosely, Anna	NJ Counselor Event: Get to Know the Members of the Big Ten Academic Alliance	10/18/24	\$0
qq	BHS	Sosely, Anna	Somerset County Vocational & Technical High School's Annual Counselor & Child Study Team Meeting	10/2/24	\$0
rr	BHS	Taesler, Stephen	Field Trip Chaperone	10/26/24	\$0
ss	BHS	Taesler, Stephen	Field Trip Chaperone	10/19/24	\$0
tt	BHS	Taesler, Stephen	Field Trip Chaperone	9/27/24	\$0
uu	BHS	Weltler, Lynn	National Council of Teachers of English Annual Convention 2024	11/21/24, 11/22/24	\$679.28
vv	District	Wry, Pat	2024 Annual NJ School Board Association Workshop	10/21/24- 10/24/24	\$900.70

3. Approve Field Trips

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following field trip:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BMS	Bernards High School, Bernardsville, NJ	20	4	0

4. Approve Field Trips*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following field trips:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BHS	J.P. Stevens High School - Edison, NJ	25	2	1
b	BHS	Wayne Hills High School - Wayne, NJ	25	2	1
c	BHS	East Brunswick High School - East Brunswick, NJ	25	2	1
d	BHS	University of Delaware - Newark, DE	1	1	1

C. Curriculum Old Business / New Business:

1. Ms. Gils asked for an update on the health curriculum survey.
2. Mrs. Frenda was impressed with the transliterated version of the Mam book.
3. Dr. Butler said that every student at the community event was given a book.

PERSONNEL

- A. Committee Report and Discussion. Mrs. deGranpré gave the report. The committee met on September 9, 2024.
- B. Action Items: Mrs. deGranpré moved items #1-18, Mr. Baker seconded.

Items #1-18 were approved by roll call vote of 7-0-0. Voting: Ayes: Baker, Ballard, Cooper, deGrandpré, Gils, Santoro, Frenda. Absent: Joyce, Nathans, Wry

1. Accepts Retirement

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

	Employee	School	Position	Effective
a	Brothers, David	BHS	Teacher TCH.HS.PHED.NA.02	7/1/25

2. Accepts Resignation

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

	Employee	School	Position	Effective
a	Pane, Patricia	BES	School Nurse TCH.ES.NRSE.NA.01	10/6/24
b	Winebrake, Cassandra	BES	Special Education Paraprofessional PARA.DIST.RR.NA.39	8/31/24

3. Amend Resignation

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

	Employee	School	Position	Effective
a	Acuna, Marixza	BES	Teacher - Title 1 TCH.ES.TITLE1.01	10/15/24 10/14/24

4. 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	Pistilli-Urena, Jaclyn	BES	School Nurse FT TCH.ES.NRSE.NA.02	BA	14-15	\$81,310	Pane	10/8/24
b	Cortinas, Carmen Amanda	BES	Teacher TCH.ES.TITLE1.01	MA+3 0	20	\$107,785 <i>prorated</i>	Acuna	11/25/24 <i>pending clearance</i>

5. 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	Ferrante, Mary	BES	Regular Paraprofessional PARA.DIST.REG.03	1	\$21.21/hr	Wagner	9/12/24

6. 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	DeJesus, Frances	BHS	Regular Paraprofessional PARA.DIST.REG.07	1	\$21.21/hr	vacant	9/5/24
b	Grzeczkwicz, Renata	District	Special Education Paraprofessional PARA.DIST.RR.NA.15	1	\$22.41/hr	new	9/9/24
c	Forrester, Maureen	District	Administrative Assistant to the Director of Operations	n/a	\$60,000 <i>prorated</i>	new	10/1/24

7. Approve Appointment 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	Step	Salary	Replace	Effective
a	Mayhood, Michelle	BES	Teacher TCH.ES.ART.LR.01	11	\$80,360	3980	9/10/24

8. 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	9634	BHS	Teacher	Disability Sick FMLA Parenthood Leave Anticipated Return	10/21/24-11/27/24 (paid w/ benefits) 12/01/24-03/01/25 (unpaid w/benefits) 03/02/25-06/30/25 (unpaid w/o benefits) 09/01/25

9. 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
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a	9551	BMS	Teacher	Disability Sick FMLA Parenthood Leave Anticipated Return	11/11/24-01/06/25 (paid w/ benefits) 01/07/25-04/01/25 (unpaid w/benefits) 04/02/25-06/30/25 (unpaid w/o benefits) 09/01/25
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10. 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	Spanish 8 grade	Gilly, Zoltan	Full Year	5	\$100,585	\$16,767.52

11. Amend Appointment Administrative Staff*

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

	Name	School	Position	Salary	Replace	Effective
a	Catelli, Michael	District	Director of Academic Support, Enrichment and Multilingual Education ADM.DIST.ASEM.NA.01	\$140,000	new	8/22/24 7/1/24

12. Rescind Athletic and Co-Curricular Positions*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the following athletic and co-curricular positions for the 2024-2025 school year:

	Name	School	Season	Position	Stipend
a	Hart, Amy	BHS	24-25 school year	Best Buddies Advisor	\$2,843.50

13. Approve Athletic and Co-Curricular Positions*

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

	Name	School	Season	Position	Stipend
a	O'Brien, Janice	BHS	24-25 school year	Best Buddies Advisor	\$2,843.50
b	Mountney, Cassandra	BHS	24-25 school year	Media Center	\$2,843.50
c	Wertman, Suzanne	BHS	24-25 school year	Unified Bowling Coach	\$50.60/hr
d	Thompson, Gilbert	BHS	Spring	Lacrosse Men's Assistant JV	\$6,204
e	Filieri, Michael	BHS	Winter	Wrestling Men's Head	\$9,823
f	DeMarrais, Doug	BHS	Spring	Volunteer - Baseball	\$0
g	Bisconti, Brett	BHS	Fall	Volleyball Assistant	\$5,583.60

14. Approve Athletic and Co-Curricular Positions

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

	Name	School	Season	Position	Stipend
a	Inclendon, Cassandra	BMS	Fall	Cross Country Assistant	\$2,825.92
b	Jurgens, Allyssa	BMS	Fall	Drama Fall Assistant	\$1,866.37
c	Bayles, Timothy	BMS	Winter	Wrestling Head	\$4,954.93
d	Acuna, Marixza	BES	24-25 School Year	B-Well Girls	\$61.12/hour
e	Brooten, Darcey	BES	24-25 School Year	B-Well Girls	\$61.12/hour
f	DeRoberts, Theresa	BES	24-25 School Year	B-Well Girls	\$61.12/hour
g	Dooley, Michelle	BES	24-25 School Year	B-Well Girls	\$61.12/hour
h	Jablonski, Holly	BES	24-25 School Year	B-Well Girls	\$61.12/hour
i	Kartelias, Grace	BES	24-25 School Year	B-Well Girls	\$61.12/hour
j	Paterno, Amy	BES	24-25 School Year	B-Well Girls	\$61.12/hour
k	Sievert, Janine	BES	24-25 School Year	B-Well Girls	\$61.12/hour

15. Amend Summer Work

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

	Name	School	Position	Days	24-25 Rate
a	Habermas, Christopher	BMS	Counselor	5 7	\$71.65/hour

16. Approve Translators & Interpreters*

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

	Name	Rate	Effective
a	Lopez, Grindy	\$61.12/hour	9/26/24
b	Solis, Jessie	\$61.12/hour	9/26/24

17. 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	PE BHS	Bale Pena, Matthew	9/1/24-11/26/24	5	\$101,160	\$4,806.06
b	PE BHS	Brothers, David	9/1/24-11/26/24	5	\$111,060	\$5,276.41
c	PE BHS	O'Connor, Leslie	9/1/24-11/26/24	5	\$104,135	\$4,947.40
d	PE BHS	Spautz, Daniel	9/1/24-11/26/24	5	\$71,960	\$3,418.78

18. 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	Agathis, Harriest	Teacher/Paraprofessional	County Substitute Certificate	9/26/24 <i>pending clearance</i>
b	Madahar, Vidhi	Teacher/Paraprofessional	County Substitute Certificate	9/26/24
c	Serrano, Evelyn	Teacher/Paraprofessional	Standard Certificate	9/26/24
d	Koddenberg, Delaney	Nurse	County Substitute Certificate	9/26/24
e	Arshad, Muhammad	Teacher/Paraprofessional	County Substitute Certificate	9/26/24
f	Soell, Meghan	Teacher/Paraprofessional	County Substitute Certificate	9/26/24

C. Personnel Old Business / New Business: n/a

POLICY

A. Committee Report and Discussion. Mrs. deGranpré gave the report. The committee met on September 9, 2024.

B. Action Items: Mrs. deGranpré moved item #1, Ms. Ballard seconded.

Item #1 was approved by roll call vote of 7-0-0. Voting: Ayes: Baker, Ballard, Cooper, deGrandpré, Gils, Santoro, Frenda. Absent: Joyce, Nathans, Wry

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
P2200	Curriculum Content (M)
P3160 & R3160	Physical Examination(M)
P4160 & R4160	Physical Examination(M)
R5200	Attendance (M)
P5337	Service Animals
P5350	Student Suicide Prevention (M)
P8420	Emergency and Crisis Situations (M)
P8467 & R8467	Firearms and Weapons (M)
P9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants
P7510	Use of School Facilities
P0164.6	Remote Public Board Meeting During a Declared Emergency (M) (Abolished)
P7231	Gifts from Vendors (Abolished)

P7481

Unmanned Aircraft systems (UAS also known as DRONES)

C. Policy Old Business / New Business:

1. Mr. Baker discussed the volunteer compensation in policy.
2. Ms. Gils expressed her approval of the new board process regarding Old/New business.
3. Mrs. Santoro clarified volunteer compensation language.

STUDENT SERVICES

A. Committee Report and Discussion. Ms. Ballard gave the report. The committee met on September 17, 2024.

B. Student Services Old Business / New Business: n/a

Board Announcements

The views and opinions that are/may be expressed by individual members of the Somerset Hills Board of Education during Board Announcements 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.

1. Ms. Gils mentioned the SHEF fundraiser, Tweeds & Feathers on September 28, 2024.

Public Comments

1. Luz Villagra - resident, parent - school district is not adequately meeting her special needs child's requirements.
 2. Allicen Librera - resident, parent - also voiced support for Villagra's family's concerns.
 3. Tacy Quinn - resident, parent - concerned whether the district is doing what's best for our children.
 4. Sama Habibi - resident, parent - wanted to honor Rober Fullagar, former bus driver.
 5. Allicen Librera - resident, parent - district's special education process/timing is too slow.
- Ms. Cooper moved to close public comments, Mrs. Santoro seconded.

Adjournment

Mr. Baker moved to adjourn at 9:55 p.m. Mrs. deGrandpré seconded. The meeting was adjourned.

Respectfully submitted,

Jinnee DeMarco
Business Administrator/Board Secretary

***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)