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**The Somerset Hills School District  
Reorganization Meeting  
January 4, 2023 - 6:00 p.m.  
Bernards High School Media Center**

**Call to Order**

Mrs. DeMarco called the meeting to order at 6:02 p.m.

**Pledge of Allegiance****Welcome**

Welcome to the annual reorganization 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 reorganization 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.

**Oath of Office**

Mrs. DeMarco administered the Oath of Office to the following elected officials:

1. Robert Baker
2. Silvia Gils
3. Patricia Wry

**Roll Call**

Present:

Mr. Baker	Mr. Joyce
Ms. Cooper	Ms. Nathans
Mrs. deGrandpré	Mrs. Santoro
Mrs. Frenda	Mrs. Tober
Ms. Gils	Mrs. Wry

Also Present:

Dr. Gretchen Dempsey  
Dr. Coleen Butler  
Mrs. Jinnee DeMarco  
Ms. Derlys M. Gutierrez, Esq.

**Organizational Procedure****1. Nomination and Election of President**

Motion to nominate Sam Frenda by Heather Santoro

Seconded by Ms. Cooper

Any other nominations - none

Roll Call Vote: Mrs. Frenda was approved by a vote of 10-0-0.

**2. Nomination and Election of Vice President**

Motion to nominate Heather Santoro by Nicole Cooper

Seconded by Mrs. Wry

Any other nominations - none

Roll Call Vote: Mrs. Santoro was approved by a vote of 10-0-0.

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**VII. Organizational Action Items**

Mrs. Santoro made a motion to move items #1-6, Ms. Cooper seconded.

Items #1-6 were approved by a roll call vote of 10-0-0. Voting: Ayes: Baker, Cooper, deGrandpré, Frenda, Gils, Joyce, Nathans, Tober, Wry, Santoro.

1. Adoption of Code of Ethics for School Board Members\*  
(each Board Member reads one)

Resolved, that the Somerset Hills Board of Education adopts the Code of Ethics for School Board members:

A school board member shall abide by the following Code of Ethics for School Board Members:

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in the proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

2. Re-Adopt All By-Laws & Policies\*

Resolved, that the Somerset Hills Board of Education re-adopts all current Board Policies & By-Laws.

3. Re-Adopt All Program & Curriculum\*

Resolved, that the Somerset Hills Board of Education re-adopts all existing Curriculum, on file.

4. Re-adopt All District Tradebooks, Software, Motion Pictures/Films\*

Resolved, that the Somerset Hills Board of Education re-adopts district tradebook list, software list, and media list, on file.

5. Board Committee Assignments\*

Resolved, that the following Board Committees be re-established:

Finance  
Facilities & Operations  
Personnel and Policy  
Curriculum  
Negotiations

6. Approve Authorized Signatures\*

Resolved, that the Somerset Hills Board of Education approve the authorized signatures on warrants as follows:

<b>Accounts</b>	<b>Signatures</b>
a) Payroll	Board Secretary & Board President
b) Agency	Board Secretary & Board President
c) General	Board Secretary & Board President
d) Cafeteria	Board Secretary
e) Unemployment	Board Secretary
f) Flexible Spending	Board Secretary

**Public Comment**

None.

Mrs. Wry moved to close public comments, Mrs. Tober seconded.

**CURRICULUM**

A. Action Items: Ms. Cooper moved item #1, Ms. Nathans seconded.

Items #1 were approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Cooper, deGrandpré, Frenda, Gils, Joyce, Tober, Wry, Santoro.

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 2022-2023 school year:

	<b>School</b>	<b>Name</b>	<b>Workshop/Conference/School Business</b>	<b>Date</b>	<b>Est. Cost</b>
a	BMS	Garofalo, Lisa	TECHSPO '23 Conference	1/25/23- 1/27/23	\$832.14

**PERSONNEL**

A. Action Items: Mrs. Tober moved item #1-4, Mr. Baker seconded.

Items #1-4 were approved by a roll call vote of 10-0-0. Voting: Ayes: Baker, Cooper, deGrandpré, Frenda, Gils, Joyce, Nathans, Tober, Wry, Santoro.

1. Rescind Appointment of Non-Certificated Staff\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the following appointment of the non-certificated staff for the 2022-2023 school year:

	Name	Location	Position	Replace	Step	Salary	Effective
a	Ertle, Lamoon	BHS	Part Time Custodian	Wannarut	16	\$23,828	12/20/22 <i>pending clearance</i>

2. Amend Leave Replacement Teacher\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the following Leave Replacement Teacher for the 2022-2023 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Replace	Level	Step	Salary	Effective
a	Pugliese, Ryan	BHS	Teacher	9243	MA	4-5	\$67,205	<del>1/2/23</del> 1/4/23 - 3/3/23

3. Approve Overloads\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following overloads for the 2022-2023 school year:

	Type of Support	Teacher	Term	Periods/week	Salary	OVERLOAD Salary prorated
a	BHS Math	O'Brien, Kyle	1/17/23 - 2/24/23	5	\$66,300	<b>\$1,492.05</b>
b	BHS Math	Kaufman, Justin	1/17/23 - 2/24/23	5	\$62,205	<b>\$1,399.89</b>
c	BHS Math	Anderson, Richard	1/17/23 - 2/24/23	5	\$74,105	<b>\$1,667.70</b>

4. Approve Leave Replacement\*

Resolved, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Leave Replacement for the 2022-2023 school year *subject to further investigation pursuant to law*:

	Name	Location/Position	Certification	Effective
a	Davis, Margaret	BHS Math Leave Replacement	Standard	1/17/23 - 2/26/23 .5 FTE - \$165.32/diem

**FACILITIES & OPERATIONS:**

A. Action Items: Mrs. deGrandpré moved item #1-2, Mrs. Wry seconded.

Items #1-2 were approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Cooper, deGrandpré, Frenda, Gils, Joyce, Tober, Wry, Santoro.

1. Award Bid Bernardsville Middle School Media Center Renovations

Bid responses were due to the Bernardsville Olcott Building in the Olcott Conference Room located at 25 Olcott Avenue, Bernardsville, NJ, on Wednesday, December 21, 2022, at 10:00 AM for the Bernardsville Middle School Media Center Renovations. Doug Lucas, Director of Facilities; Jaclyn Kacanski, Business

Office Assistant; William Ross and Keith Soltis of Parette Somjen Architects, LLC were present. The following are the results:

Vendor	Bid Amount
Northeastern Interior Services LLC	\$615,000
Venus Tile & Marble LLC	\$628,000
Accurate Construction, LLC	\$639,700
Brahma Construction	\$687,000
Tekcon Construction Inc.	\$704,945
Grove Contracting LLC	\$761,100
DeSapio Construction Inc.	\$788,000

WHEREAS, the Board publicly advertised for the bids for the Bernardsville Middle School Media Center Renovations pursuant to N.J.S.A. 18A-4; and

WHEREAS, seven bids were received and publicly opened on December 21, 2022; and be it further

RESOLVED, that the Somerset Hills Board of Education accept the proposal for Bernardsville Middle School Media Center Renovations from Northeastern Interior Services LLC for a total bid price of \$615,000.

2. Award Bid Bernardsville Middle School Unit Ventilator Replacement

Bid responses were due to the Bernardsville Olcott Building in the Olcott Conference Room located at 25 Olcott Avenue, Bernardsville, NJ, on Wednesday, December 21, 2022, at 11:00 AM for the Bernardsville Middle School Unit Ventilator Replacement. Jinnee DeMarco, Business Administrator; Doug Lucas, Director of Facilities; William Ross and Keith Soltis of Parette Somjen Architects, LLC were present. The following are the results:

Vendor	Bid Amount
Envirocon, LLC	\$269,627
Iron Mountain Mechanical, LLC	\$287,485
DuMont Mechanical, Inc.	\$314,940
SRJ Mechanical, LLC	\$323,000
First Goal Heating and Cooling	\$330,000
ACP Contracting	\$374,000
TM Brennan Service, Inc.	\$419,000

WHEREAS, the Board publicly advertised for the bids for the Bernardsville Middle School Unit Ventilator Replacement pursuant to N.J.S.A. 18A-4; and

WHEREAS, seven bids were received and publicly opened on December 21, 2022; and

WHEREAS, the Board rejects the bid package from Envirocon, LLC which contains a material non-waivable defect and be it further

RESOLVED, that the Somerset Hills Board of Education accept the proposal for Bernardsville Middle School Unit Ventilator Replacement from Iron Mountain Mechanical, LLC for a total bid price of \$287,485.

### Supplementary Matters

1. Mrs. Frenda thanked the board for their trust and support. She also thanked Mrs. Santoro for her guidance and service.
2. Mrs. Santoro thanked the board for their support.
3. Mr. Baker reminded the board to send their preferences for committee assignment to the new Board President.

### Adjournment

Mr. Baker moved to adjourn at 6:23 p.m. Mr. Joyce seconded. The meeting was adjourned.

Respectfully submitted,



Jinnee DeMarco  
Business Administrator/Board Secretary

### **Resolutions:**

**\*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)**