

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
November 21, 2019  
7:30 p.m**

**A. Call to Order**

President Reaves called the meeting to order at 7:31 p.m.

**B. Open Public Meeting Notice**

*In compliance with the "Open Public Meeting Act of the State of New Jersey" adequate notice of this meeting of the Board of Education of the Township of Bedminster was provided in the following manner: On May 9, 2019, adequate written notice of this meeting was posted at the bulletin board in the Township Clerk's Office at the Bedminster Township Municipal Building and the Main Office of the Bedminster Township School, mailed to The Courier News, The Bernardsville News, and to all subscribers, and filed with the Township Clerk.*

**C. Pledge of Allegiance**

Mrs. Schauer led the Pledge of Allegiance.

**D. Roll Call**

Yes	Ms. Burch	Yes	Ms. Lamiera	Yes	Ms. Stevinson
Yes	Ms. Creelman	Absent	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

President Reaves indicated this was Ms. Marto's second consecutive absence.

**E. Executive Session – 6:30 p.m.**

- Legal, Personnel, Negotiations, Safety & Security

**Open Public Meeting @ 7:30 p.m.**

**F. Superintendent's Report**

- Enrollment: HS 219, 518 K-8
- BoE: Congratulations Mrs. Stevinson, Mrs. Nathans, Mr. Casey, Mr. Haggerty
- Sustainability: Willow School visit with student reps - thank you Mark Biedron
- NJSLA Science 2020 - same window as ELA, Math
- Grade 8 Junior Achievement INSPIRE @ RVCC Career path awareness day-positive feedback
- SEL goal: Purnell High School Grade 3 peer leadership day
- SEL character award student recipients
- SEL community: Mrs. Calpin adult community outreach PTO mindfulness presentation
- Community: Thank you: Anna, Finn, Grace, Lucy, Robb, Keeley, Willa - planted bulbs out front
- Staff highlight: Thanks Mrs. Hershkowitz/PTO Grade 7 Bruce Blitz art cartoon career assembly
- High School: later high school start times, thank you Barker, they can accommodate
- 2020-2021 BTS/SHSD discussing calendar
- Retirements: Mr. Ayers [PE] 28 years at BTS, Mr. Hazen [Science] 19 years at BTS
- Happy Thanksgiving

**Business Administrator's Report**

- BoE Election Results
- FY19 Audit
- FY20 Budget
- Mid Year Budget Review Meeting with County on Tuesday, 11/19
- FY21 Budget Meetings
- Happy Thanksgiving

**President Reaves Prepared Statement**

- Read a prepared BoE statement concerning recent settlement and consent order litigation.

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**G. Public Questions/Comments**

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- None

**H. Approval of Minutes**

Move that the Bedminster Township Board of Education upon the recommendation of the Superintendent, approve the minutes of the following meetings:

- October 17, 2019 Executive Session Minutes
- October 17, 2019 Regular Meeting Minutes

Motion to approve **Item H.** moved by Ms. Lamiera, seconded by Mr. Wolkow  
Motion carried as follows: Yes: (7); No: (0); Abstain: (1)

Yes	Ms. Burch	Yes	Ms. Lamiera	Yes	Ms. Stevinson
Abstain	Ms. Creelman	Absent	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

**I. Task Groups**

- Negotiations Committee – Judy Creelman
  - o BEA declared impasse - 1st medication meeting scheduled 12/10
- Somerset Hills School District – Monica Burch
  - o rotate/drop schedule
  - o SHEF update
  - o After-school childcare contract
  - o Art/ESL program update
- Wellness Committee - Alicia Schauer/Sonia Marto
  - o Next meeting 12/5
- Technology Committee - Howard Wolkow
  - o Review tech plan and website
- Security/Safety Ad Hoc-Monica Burch
  - o Next meeting January 2020
- Child Care - Jennifer Johansson/Alicia Schauer

**Delegate/Representative Appointments**

- New Jersey School Boards Association - Judy Creelman
  - o Requested Board member to attend in her absence
- Somerset Hills Municipal Alliance
  - o Update By Mrs. Spitaleri via email correspondence
- PTO – Giovanna Lamiera
  - o Next meeting 12/10 at 9:30am

**J. BUSINESS**

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Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve: **Policies**

J.1 the **second reading** of the following policies:

Number	Description	Action
P3159	Teacher Staff Member/School District Reporting Responsibilities	R
P3218	Use, Possession, or Distribution of Substances (M)	R
P4218	Use, Possession, or Distribution of Substances (M)	R
P4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M)	R
P5517	School District Issued Student Identification Cards	R
P6112	Reimbursement of Federal and Other Grant Expenditures (M)	R
P8600	Student Transportation (M)	R
P8630	Bus Driver/Bus Aide Responsibility (M)	R
P8670	Transportation of Special Needs Students (M)	R
P9210	Parent Organizations	R
P9400	Media Relations	R

J.2 the **first reading** of the following policy:

Number	Description	Action
P7440	School District Security (M)	R

**Regulations**

J.3 the **second reading** of the following regulations:

Number	Description	Action
R3218	Use, Possession, or Distribution of Substances (M)	R
R4218	Use, Possession, or Distribution of Substances (M)	R
R6112	Reimbursement of Federal and Other Grant Expenditures (M)	R
R8600	Student Transportation (M)	R
R8630	Bus Driver/Bus Aide Responsibility (M)	R

J.4 the **first reading** of the following regulation:

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Number	Description	Action
R7440	School District Security (M)	R

**Facilities Use Request**

J.5 the the following facilities requests for the 2019-2020 school year:

Activity	Date(s)	Time	Location
Girl Scouts Heart of NJ Troop #63421	11/1/19	4:00pm-7:30pm	Cafetorium
Girl Scouts Heart of NJ Troop #63421	1st Friday of the Month (12/6/19 -6/5/20)	3:30pm-5:30pm	Faculty Lounge
Bedminster Recreation Department Cooking Club	Wednesdays from 10/16/19-11/2019	3:35pm-4:45pm	Room 262
Jr. Women's Club of Somerset Hills 17th Annual Spelling Bee	1/21/20 (snow date of 1/29/20)	7:00pm-9:00pm	Cafetorium

**2020 Board of Education Meeting Dates**

J.6 the following resolution:

**WHEREAS**, Chapter 231 of the Public Laws of New Jersey (1975) known and hereinafter designated as the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the manner therein set forth;

**NOW, THEREFORE, BE IT RESOLVED** that for the purpose of compliance with the "Open Public Meetings Act", the Board of Education of the Township of Bedminster hereby makes the following designations:

1. The Bernardsville News and The Courier News are hereby designated as the two (2) newspapers to receive notice of meetings as required by any and all sections of the "Open Public Meetings Act", it appearing that those newspapers are most likely to inform the local public of such meetings, and meet the requirements of NJSA 35:1-2.2.
  
2. The location for posting of notice of meetings shall be the bulletin board in the Township Clerk's office located in the Township Municipal Building, One Miller Lane, Bedminster, New Jersey, and the Main Office of the Bedminster Township School, 234 Somerville Rd. Bedminster, New Jersey.
  
3. Announcements will be mailed to any person requesting individual notice of meetings as provided in Section 14 of the "Open Public Meetings Act".

**BE IT FURTHER RESOLVED**, that the Board of Education of the Township of Bedminster,

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in the County of Somerset, New Jersey, will meet to discuss or act upon public business at 7:30 P.M., with a closed session commencing at 6:30 P.M., unless otherwise noted, on each of the dates set forth below, at the Bedminster Township School, 234 Somerville Rd. Bedminster, New Jersey with the exception of the open public 2020 **Reorganization** meeting which will be held at Bedminster Township School at 6:00 P.M. immediately followed by a regular business meeting. Meetings are typically held on the third Thursday of every month unless noted by the asterisk (\*).

Month	Date
January	*January 6, 2020 - Reorganization - Bedminster Township School at 6:00 p.m. immediately followed by a regular business meeting. Action will be taken.
January	*January 23, 2020
February	February 20, 2020
March	March 19, 2020 (Budget Adoption)
April	*April 30, 2020 (Budget/Public Hearing)
May	May 21, 2020
June	*June 11, 2020
July	July 16, 2020

**Shared Service Custodial Agreement**

J.7 a custodial shared services agreement with the Township of Bedminster effective January 1, 2020 through December 31, 2020.

**Technology**

J.8 the purchase of server updates from PBG Networks for \$3,000.00.

J.9 the renewal of RFP Solutions Support of Alcatel Lucent Phone System for \$3,084.00.

J.10 the BrainPop annual renewal for \$2,550.00.

J. agenda items J.1 through J.10.

Motion to approve **Item J.** moved by Ms. Stevinson, seconded by Mr. Wolkow

Motion carried as follows: Yes: (8); No: (0); Abstain: (0)

Yes	Ms. Burch	Yes	Ms. Lamiera	Yes	Ms. Stevinson
Yes	Ms. Creelman	Absent	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

**K. FINANCE**

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Finance & Facilities Committee Report - Howard Wolkow

Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve:

**2019-2020 Financial Reports**

K.1 the Report of the Secretary for October 2019 submitted for Board review. As required by N.J.A.C. 6A:23-A-16.10(c)(3), the Business Administrator/Board Secretary, certifies that no line item account has been over expended and that sufficient funds are available to meet the District's financial obligations this fiscal year.

the recommendation that the Secretary's Report for October 2019 be accepted and filed, and the Board of Education hereby certifies that no major account has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)(4) and that sufficient funds are available to meet the District's financial obligations for the remainder of the 2019-2020 fiscal year.

It is recommended that the Treasurer's Report for October 2019 be accepted and filed.

**2019-2020 Invoices-General Agency Account**

K.2 invoices presented for payment totaling \$1,576,837.62 from the General Agency Account from October 18, 2019 through November 21, 2019.

Fund	Amount
(10) General Fund	\$ 1,501,818.29
(12) Capital Outlay	\$ 0
(20) Special Revenue	\$ 75,019.33
<b>Total</b>	<b>\$ 1,576,837.62</b>

**2019-2020 Invoices-Student Activities Account**

K.3 invoices presented for payment totaling \$2030.86 from the Student Activities Account from October 12, 2019 through November 15, 2019.

**2019-2020 Invoices-Food Service Account**

K.4 invoices presented for payment totaling \$15,119.76 from the Food Service Account from October 12, 2019 through November 15, 2019.

**2019-2020 Transfers**

K.5 transfers for the 2019-2020 school year totaling \$51,300.00 from October 12, 2019 through November 15, 2019 as per the monthly transfer report.

K. agenda items K.1 through K.5

Motion to approve **Item K.** moved by Ms. Lamiera, seconded by Ms. Nathans

Motion carried as follows: Yes: (8); No: (0); Abstain: (0)

Yes	Ms. Burch	Yes	Ms. Lamiera	Yes	Ms. Stevinson
Yes	Ms. Creelman	Absent	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reeves

L. **PERSONNEL & PROGRAMS**

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Programs & Personnel Committee Report– Jennifer Johansson

Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve:

**Workshops**

L.1 staff for the workshops listed:

NAME	DATE	TITLE	COST
Jennifer Giordano	12/2/19	Annual Law Enforcement & Educators Conference; Branchburg, NJ	\$0 Registration; \$5.32 mileage
Corby Swan	12/2/19	Annual Law Enforcement & Educators Conference; Branchburg, NJ	\$0 Registration; \$2.31 mileage
Jennifer Griffith	5/14/20	Strategies for Classroom Management in Target Language; Monroe, NJ	\$125.00 Registration; \$24.92 Mileage
Jennifer Holzberger	5/14/20	Strategies for Classroom Management in Target Language; Monroe, NJ	\$125.00 Registration; \$23.10 Mileage
Jennifer Giordano	2/13-15/20	AASA National Conference on Education 2020; San Diego, CA	\$690.00 Registration; \$692.00 Hotel; \$284.00 Food; TBD for flight, mileage and/or tolls
Natalie Basile	11/15/19	Leadership Challenge in Implementing Units of Study in Reading, K-8; Somerset, NJ	\$185.00 Registration; \$10.57 Mileage
Michelle McKeown	1/15/20	School Nurses: Enhance Effective Medical Emergency Response Teams at Each of Your School Sites; Cherry Hill, NJ	\$249.00 Registration; \$20.58 Mileage
Jo Anne Magyar Ed Billings	4/3/20	Integrated Pest Management training; Bridgewater, NJ	\$0 Registration; \$0 Mileage
Jo Anne Magyar Ed Billings	4/17/20	Integrated Pest Management training; Bridgewater, NJ	\$0 Registration; \$0 Mileage
Keith Schoch	11/20/19	Three Wishes in Literacy; Franklin, NJ	\$0 Registration; \$0 Mileage
Gina Infante	11/21/19	HIB Certification for NJ ABS/SST/CT; Clinton, NJ	\$0 Registration; \$0 Mileage
Keith Schoch	12/6/19	Reducing Anxiety & Defiant Behavior in the Classroom; Bloomfield, NJ	\$0 Registration; \$0 Mileage
Nicole Mancini	11/20-24/19 Amended Date	NCTE Convention; Baltimore, MD (approved @ May BoE meeting)	\$275.00 Registration; \$99.00 Hotel (approximate per night); \$35.00 Parking/Tolls; \$126.70 Mileage (amended)
Jessica Carlin	12/16/19	Developing Students Initiative, Ownership and Follow Through; West Orange, NJ	\$279.00 Registration; \$20.30 Mileage
Lauren Zugale	9/2019 - 6/2020	County Directors Meetings - SCADSS; Somerville, NJ (10 meetings/yr.)	\$63.70 Mileage
Lauryn Resotka, Andrew Oliveri, Carolyn Spero, Jaclyn McFarland	1/30/20	Maximize the Power of Guided Math to Increase Student Math Learning; West Orange, NJ	\$279.00 Registration (Each)

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Carmen Rodriguez	2/13-14/20	Globalizing Curriculum; New York, NY	\$175.00 Registration; \$50.00 Workshop; \$45.80 Mileage & Tolls
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**Retirement**

L.2 the retirement resignation of the following staff members and thank them for their dedicated service to the students of Bedminster Township School:

Name	Position	Effective Date
James Ayers	Physical Education Teacher	October 1, 2019
Carl Hazen	Middle School Science Teacher	February 1, 2020

**Student Technicians/Mentors**

L.3 the following as Student Technicians with the total for each not to exceed \$1,350.00:

Student Name	Effective Date	Rate
Sterling Avellino	9/1/19 - 12/31/19	\$10.00/hr
	1/1/20 - 6/30/20	\$11.00/hr
Erik Johnsen	9/1/19 - 12/31/19	\$10.25/hr
	1/1/20 - 6/30/20	\$11.00/hr

L.4 the following college mechanical engineering students from Stevens Institute of Technology as mentors for the robotics team:

Joseph Kasczinsky, Peter Trethaway, Kevin Carman, Kevin Gmelin, Ian Mauser

**New Hires/Substitutes**

L.5 the following as Substitute Teachers for the 2019-2020 school year, per the substitute salary guide and pursuant to a successful clearance of P.L. 2018, c.5.

Christopher Torres, Briana DiMaggio

**Leave Extension**

L.6 the following extensions:

Name	Position	Date
Tierney Dodge	Special Education Teacher - maternity leave replacement	January 14, 2020
Nina Quarino	Special Education Teacher	January 14, 2020

**Job Description**

L.7 the following job description:

School Nurse

**2019-2020 Stipends**

L.8 the rescinding of the following staff for stipend position(s) for the 2019-2020 school year:

Activity Type	Number of Positions	Name of Staff Member	Number of Sessions	Individual Stipend Amount
5/6 Team Leader	1	Keith Schoch		\$3,620.00



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L.9 the following stipends being offered for the 2019-2020 school year that are part of the negotiated contract between the Bedminster BoE and the Bedminster BEA in effect from July 1, 2015 through June 30, 2019.

BEDMINSTER SCHOOL 2019-2020 EXTRA-CURRICULAR ACTIVITIES				
Activity Type	Number of Positions	Name of Staff Member	Number of Sessions	Individual Stipend Amount
Baseball	1	James Puglia		\$3,110.00
Computer Club Grade 4-8	1	James Puglia	6	\$416.00
Softball Assistant		Melissa Deegan		\$1,919.00
5/6 Team Leader	1	Nicole Mancini		\$3,620.00

L.10 the following staff for stipend positions for the 2019-2020 school year funded by Municipal Alliance that are not part of the negotiated agreement between the Bedminster BoE and the Bedminster BEA in effect from July 1, 2015 through June 30, 2019:

Activity Type	Number of Positions	Name of Staff Member	Number of Sessions	Individual Stipend Amount
B-Well	2	Ashley Isello Melissa Skiba	10 Sessions in the Fall 10 Sessions in the Spring 1 hour each Session	\$1,000 per advisor Fall/Winter 2019 \$1,000 per advisor Spring 2020

L.11 Tracy Grant, chaperone, for 2 hours at the Middle School Halloween Dance at a rate of \$33.00 per hour per the negotiated contract between the Bedminster BoE and the Bedminster BEA in effect from July 1, 2015 through June 30, 2019.

**Home Instruction**

L.12 Professional Education Services, Inc. (High Focus Centers) to provide instruction for student #2022534 effective on or about October 17, 2019 at the rate of \$59.11 per hour for 10 hours per week for approximately 6 weeks.

L.13 home instruction for student #279598 effective November 14, 2019.

L.14 Sue Evans to provide home instruction for the remainder of the 2019-2020 school year at a rate of \$42.00 per hour.

**Field Trips**

L.15 the following field trips:

Grade	Trip/Location	Date
7	Phantom of the Opera; New York, NY	2/6/20
Handbell Ensemble	Newark Museum - Festival of Lights; Newark, NJ	12/4/19
First Inspires FLL Robotics Team	State qualifying tournament Warren Hills Regional High School; Washington, NJ	11/23/19

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**HIB Grade**

- L.16 the SSDS/HIB Grade ITP submission for reporting period 2 data collection dates of incidents, trainings, and programs for January 1, 2019 through June 30, 2019.
  - L.17 the following to be a volunteer Boys Basketball coach for the 2019-2020 school year:  
Josiah Panza
  - L.18 go into Executive Session at 6:30 pm at the next regularly scheduled meeting of the Board on December 12, 2019.
- L. agenda item L.1 through L.18

Motion to approve **Item L.** moved by Ms. Nathans, seconded by Ms. Burch  
Motion carried as follows: Yes: (8); No: (0); Abstain: (0)

Yes	Ms. Burch	Yes	Ms. Lamiera	Yes	Ms. Stevinson
Yes	Ms. Creelman	Absent	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

**M. Public Questions/Comments**

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- None

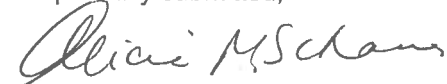
**N. Adjournment**

Motion to adjourn the Public Session at 8:15 p.m. moved by Mr. Wolkow, seconded by Ms. Burch  
Motion carried as follows: Yes: (8); No: (0); Abstain: (0)

**NEXT MEETING(S) SCHEDULED FOR:**

**December 12, 2019  
EXECUTIVE SESSION 6:30 PM  
OPEN PUBLIC MEETING 7:30 PM**

Respectfully submitted,



Alicia M. Schauer  
Business Administrator/Board Secretary