

**BEDMINSTER BOARD OF EDUCATION
REGULAR MEETING AGENDA
September 14, 2023
7:00 p.m**

A. Call to Order

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 11, 2023, 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 all subscribers, and filed with the Township Clerk.

C. Pledge of Allegiance

D. Roll Call

	Ms. Biedron		Ms. Gomez		Ms. Segal
	Mr. Calulo		Ms. Nathans		Mr. Wickizer
	Ms. Creelman		Mr. Reaves		Ms. Stevinson

E. Executive Session – 6:30 p.m.

BE IT RESOLVED that the Bedminster Township Board of Education shall meet in closed session to discuss item(s) b, g. below which falls within an exception of our open meeting policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A.10:4-12b. Matters rendered confidential by Federal Law, State Law, or Court Rule:

- a. Individual privacy
- b. Collective bargaining agreements
- c. Purchase or lease of real property if public interest could be adversely affected
- d. Investment of public funds if public interest could be adversely affected
- e. Tactics or techniques utilized in protecting public safety and property
- f. Pending or anticipated litigation
- g. Attorney-client privilege
- h. Personnel - employment matters affecting a specific prospective or current employee

Open Public Meeting @ 7:00 p.m.

**F. Superintendent’s Report -
Business Administrator’s Report**

G. Public Questions/Comments

Please note that this segment will be limited to thirty (30) minutes. At this point in the meeting, comments from the public will be open to agenda items only. Each person is kindly requested to limit their remarks to three (3) minutes. As per Board Policy, all participants must preface comments by first stating his/her name, place of residence, and group affiliation, if appropriate. Any written statements are to be provided to the Board Secretary, in advance of the Board Meeting, before the statement being read at a Board Meeting.

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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:

- June 15, 2023 Executive Session Minutes
- June 15, 2023 Regular Meeting Minutes
- July 20, 2023 Executive Session Minutes
- July 20, 2023 Regular Meeting Minutes

	Ms. Biedron		Ms. Gomez		Ms. Segal
	Mr. Calulo		Ms. Nathans		Mr. Wickizer
	Ms. Creelman		Mr. Reaves		Ms. Stevinson

I. Task Groups

- Negotiations Committee – Judy Creelman
- Somerset Hills School District – Sarah Nathans
- Technology Committee - Stephen Calulo
- Security/Safety Ad Hoc - Suzie Stevinson
- Child Care - Gabriel Wickizer

Delegate/Representative Appointments

- New Jersey School Boards Association - Christy Biedron
- PTO – Suzie Stevinson

J. BUSINESS

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

Sustainable Jersey for Schools

J.1 As of August 2023, Bedminster Township School District has attained Silver Certification through Sustainable Jersey for Schools with 355 points. This is a level above our original certification of Bronze, awarded in 2021. Bedminster Township School is now one of 27 school districts in New Jersey to obtain this status during the 2023 cycle. Thank you to the Green Team and Wellness Council, all our participating staff and students, our community partners, and stakeholders for their contributions to this achievement.

Coordinate Transportation Services

J. 2 Resolution/Agreement for Participation in Coordinated Transportation Services: AMENDMENT
WHEREAS, the Somerset County Educational Services Commission (“SCESC”) Board of Directors approved amending the 2023-2024 Coordinated Transportation Services Agreement to strike sections 3 and 4, Public Transportation and Athletic Field Trips & Charters, and coordinated regional bus maintenance services; from section 9, respectively, effective 7/01/2023, based on the dissolution of the Public/Nonpublic Transportation Bussing Program, at its June 7, 2023 Board Meeting.
NOW THEREFORE, the SCESC will strike the following sections from the 2023-2024 Coordinated Transportation Services Agreement:

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- 3) The SCESC will provide the following services for Public Transportation:
- a) Routes coordinated as requested to achieve a realistic capacity and travel time;
 - b) Monthly billing of regular education routes;
 - c) All information necessary for the accurate submission of the District Report of Transported Resident Students;
 - d) Transportation provided within five days or sooner after receipt of the formal, signed, written request;
 - e) If multiple in-district routes are provided for the Board, a separate agreement will be provided.
- 4) The SCESC will provide the following services for Athletic and Field Trip Charters:
- a) Arrange all field and extra-curricular trips as requested by the Board;
 - b) Monthly billing of all district athletic and field trip charters as per SCESC approved rates;
 - c) Transportation provided within five days or sooner after receipt of written request.
- 9) ...coordinated regional bus maintenance services,...

All other aspects of the original agreement remain in full force.

- 5) Length of Agreement Amendment: This agreement and obligations and requirements therein shall be in effect between September 1, 2023 and August 31, 2024.
- 6) Amendment: As per the original language on the 2023-2024 Coordinated Transportation Services Agreement, the agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.
- 7) It is understood and agreed by the parties hereto that this agreement shall be without force and effect until it shall have been approved by the Executive County Superintendent of the County of Somerset.

Donation

- J.3 Donation of books from Myla Williams for the BTS school library.
- J.4 Donation of 7 double drawer vertical filing cabinets and 7 triple drawer horizontal filing cabinets slated for disposition to be donated to the Long Hill School District.

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Technology

J.5 the following annual renewals for the 2022-2023 School Year

Vendor	Total	Comment
Sonicwall	\$7,135.24	firewall
SvSAN support	\$1,552.54	PBG Networks

Out of District Placements

J.6 approves the following placements for the 2023-2024 school year

Student #319138	The Center School	\$88,154.00
Student #221146	Somerset County Educational Services Commission	\$67,270.00
Student #291214	Matheny Medical and Educational Center	\$198,000.00
Student #289353	The Hunterdon Preparatory School	\$64,869.00

Transportation Contract

J.7 a parent transportation contract for:

Student #291214	Matheny Medical and Educational Center; Peapack, NJ	On or about July 1, 2023 through June 30, 2024	\$22,400.00
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Student Services Contract

J.8 the renewal contracts for the 2023-2024 school year:

Student #329614	Lake Drive Program Itinerant Services (Mountain Lakes BoE)	\$720.00
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Service Contracts

J.9 the contract renewal for the following for the 2023-2024 school year:

Homecare Therapies dba/Horizon Healthcare Staffing	Substitute Nurses	RNs - Health Office coverage/field trips - \$68.00/hour RN - Certified School Nurse - \$80.00/hr
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NJDOE Non-Public Program

J.10 the following non-public allocations for the 2023-2024 School Year:

School	Program	Allocation
Giving Nest	Security	\$4,920.00
Willow	Security	\$24,805.00
Giving Nest	Nursing	\$2,880.00
Willow	Nursing	\$14,520.00
Giving Nest	Technology	\$1,176.00
Willow	Technology	\$5,929.00
Giving Nest	Textbook	\$1,387.00
Willow	Textbook	\$6,995.00

Safe Return Back Plan and Emergency Virtual / Remote Instruction Plan

J.11 the motion to submit the revised Emergency Virtual or Remote Instruction plan per ch. 27, A-3904, and Safe Return Back plan which is tied to the ARP-ESSR Grant, and is due to the NJDoE.

Facilities Usage Request

J.12 the following facility requests:

Organization	Event	Room(s) Requested	Usage date(s) and time(s)
PTO	Homeroom Parent Meeting	Room 315	9/19/2023 @ 6:15pm - 7:00pm
	2023-2024 Monthly Meetings	Room 315	9/12; 10/17; 11/14; 1/9; 2/13; 3/12; 4/9; 5/14 and 6/4 @ 7:00pm - 8:00pm
	Welcome Staff Back Luncheon	Cafetorium	9/5/2023 @ 10:00am - 1:30pm
	Kindergarten Orientation and Ice Cream Social	Cafetorium	9/1/2023 @ 2:00pm - 6:00pm
Bedminster Recreation	Travel Basketball Tryouts	Gym	10/2/2023-10/13/2023 Monday thru Friday @6:00pm-9:00pm
	Basketball Practice/Games	Gym	10/30/2023-3/15/2024 Monday thru

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	Basketball Clinics/Games	Gym	Friday @ 5:30pm-9:30pm
	After School Program	Family & Consumer Science	11/4/2023-3/16/2024 Saturday @ 9:00am-5:00pm
	Cooking Program	Family & Consumer Science	10/3/2023-1/21/2023 @Tuesdays 3:35pm-4:35pm and 10/4/2023-12/20/2023 @Wednesdays 3:35-5:00pm 10/2/2023-10/23/2023 @Mondays 3:45pm-5:45pm

Policy

J.13 the first reading of the following policy:

Number	Description	Action
P 1642.01	Sick Leave	N
P 2419	School Threat Assessment Teams (M)	N

* A - Abolished; N - New; R - Revised

Regulation

J.14 the first reading of the following policy:

Number	Description	Action
P 1642.01	Sick Leave	N
R 2419	School Threat Assessment Teams (M)	N

* A - Abolished; N - New; R - Revised

J. agenda items J.1 through J.14.

	Ms. Biedron		Ms. Gomez		Ms. Segal
	Mr. Calulo		Ms. Nathans		Mr. Wickizer
	Ms. Creelman		Mr. Reaves		Ms. Stevinson

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K. FINANCE

Finance & Facilities Committee Report - Stephen Calulo

Move that the Bedminster Township Board of Education, upon the recommendation of the School Business Administrator, approve:

2023-2024 Financial Reports

K.1 the Report of the Secretary for July submitted for Board review. As required by N.J.A.C. 6A:23-A-16.10(c)(3), I, Robbin Boehmer, Business Administrator/Board Secretary, certify 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 July 2023 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 2021-2022 fiscal year.

It is recommended that the Treasurer's Report for July 2023 be accepted and filed.

2023-2024 Invoices-General Agency Account

K.2 the invoices presented for payment totaling \$784,915.49 from the General Agency Account from July 21, 2023 through August 25, 2023.

Fund	Amount
(10) General Fund	\$699,410.75
(12) Capital Outlay	\$0
(20) Special Revenue	\$85,504.74
(30) Capital Projects	\$0
(40) Debt Services	\$0
Total	\$784,915.49

2023-2024 Invoices-General Agency Account

K.3 invoices presented for payment totaling \$625,901.35 from the General Agency Account from August 26, 2023 through September 14, 2023.

Fund	Amount
(10) General Fund	\$418,755.86
(12) Capital Outlay	\$196,025.00

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(20) Special Revenue	\$11,120.40
(30) Capital Projects	\$0
(40) Debt Services	\$0
Total	\$625,901.35

2023-2024 Invoices-Food Service Account

K.4 the invoices presented for payment totaling \$1,464.50 from the Food Service Account from July 21, 2023 through September 15, 2023.

2023-2024 Invoices-Student Activities Account

K.5 invoices presented for payment totaling \$4,727.52 from the Student Activities Account from July 21, 2023, through September 11, 2023.

2023-2024 Transfers

K.6 transfers for the 2023-2024 school year totaling \$1,570 from July 1, 2023 through July 31, 2023 as per the monthly transfer report.

MathCounts Payment

K.7 approves a Non-Check #N1257 dated June 30, 2023 in the amount of \$315.00 payable to Bedminster School Student Activities for MathCounts Foundation approves voided check #7181 in the amount of \$315.00 payable to MathCounts Foundation.

Student Activities Stale Dated Checks - Voided

K.8 approves the voiding of stale dated checks over 10 months for student activities

Check Number	\$ Amount	Check Date
4860	\$25.00	6/21/21
4863	\$25.00	6/21/21
4906	\$50.00	2/14/22
4918	\$50.00	2/14/22
4919	\$50.00	2/14/22
4922	\$50.00	6/22/22
4948	\$25.00	6/22/22
4953	\$25.00	6/22/22
4955	\$25.00	6/22/22
4959	\$25.00	6/22/22
TOTAL:	\$350.00	

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2022-2023 Revised Invoices-Student Activities Account

K.9 revises invoices presented for payment totaling \$9,601.78 from the Student Activities Account from May 14, 2023 through June 10, 2023.

Additional BEA Tuition Reimbursement

K.10 tuition reimbursement in the amount of \$5,946.79 for staff member, #00000329, per the terms and conditions of the Bedminster Education Association contract in effect from July 1, 2019 through June 30, 2023.

K. agenda items K.1 through K10.

	Ms. Biedron		Ms. Gomez		Ms. Segal
	Mr. Calulo		Ms. Nathans		Mr. Wickizer
	Ms. Creelman		Mr. Reaves		Ms. Stevinson

L. PERSONNEL & PROGRAMS

Programs & Personnel Committee Report – Suzie Stevinson

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

New Hires

L.1 the following newly hired staff per the provisions of the Bedminster Education Association contract in effect from July 1, 2019 through June 30, 2023 and pursuant to a successful clearance of P.L. 2018, c.5:

Name	Position	Salary	Anticipated start date
Noraima Medina	Admin. Assistant to the School Principals and Director of Student Services	\$63,000.00 - prorated PC # (BS-SPT-SECR-NA)	August 14, 2023
Amber Jimenez	Admin. Assistant to the Superintendent and Business Administrator	.85 FTE \$51,850.00 - prorated PC # (DO-SPT-SECR-NA)	August 14, 2023
Alexandra Testa	Leave Replacement Teacher	\$65,385.00 (MA Step 1) - prorated PC # (BS-TCH-TOH-FL)	September 1, 2023 through on or about March 12, 2024

Maternity Leave

L.2 a maternity leave of absence for Valerie Domanski, Teacher, under the Family and Medical Leave Act to begin on or before December 19, 2023 through on or about May 31, 2024.

Title/Job Description(s)

L.3 the abolishment of the following position and job description effective August 14, 2023:
Executive Administrative Assistant to the Business Administrator and Director of Student Services,
PC# (BS-SPT-SECR-NA)

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- L.4 the abolishment of the following position and job description effective September 1, 2023:
Executive Assistant to the Superintendent and School Principals, PC # (DO-SPT-SECR-NA)
- L.5 the update of the following position and job description effective August 14, 2023:
Administrative Assistant to the Superintendent and Business Administrator, PC # (DO-SPT-SECR-NA)
- L.6 the update of the following position and job description effective August 14, 2023:
Administrative Assistant to the School Principals and Director of Student Services,
PC# (BS-SPT-SECR-NA)

Payment of Unused Sick Days/Vacation Days

- L.7 the following to receive payment for unused sick days/vacation days upon their retirement per the terms and conditions of the applicable employment contract:

Marguerite Colonel	\$13,330.00 Sick Day Payout \$6,973.25 Vacation Day Payout	retired as of September 1, 2023
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Danielson Training

- L.8 Danielson refresher training for administrators on August 17, 2023 via zoom and refresher training for administration and staff on September 5, 2023 for a total of \$2,600.00. This training is to be paid for utilizing Federal Title II funding (20-270-200-300-000-000).

Morris-Union Jointure Commission

- L.9 Morris-Union Jointure Commission 2023-2024 Non-Member Subscription enrollment for a total of \$645.00.

Workshops

- L.10 the following staff for the workshop listed:

Name	Date	Title	Cost
Elizabeth Omega	10/12/2023-10/13/2023	NJPSA Fall 2023 conference - Borgotal Hotel in Atlantic City, NJ	\$375.00 Registration; \$150.00 Hotel; \$117.50 Mileage
Jennifer Giordano	9/28/23	NJSBA Annual Virtual Labor and Employment Summit	\$99.00 Registration
Robbin Boehmer	10/23/2023-10/26/2023	NJ School Boards Association Workshop-Sheraton in Atlantic City, NJ	\$116.56 Mileage; \$14.82 Tolls; \$20.00 Parking; \$206.50 Meals & Incidentals
Patrick McNamara	10/17/2023-10/18-2023	NJ Science Convention-Princeton Marriott at Forrestal Princeton, NJ	\$310.00 Registration; \$56.58 Mileage

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Liz Meechan	10/13/23	Strauss Esmay NJFL/FMLA Professional Development Program Fall 2023 Seminar	\$145.00 Registration: \$62.98 Mileage
Lauren Zugale	2023-24 School Year	Somerset County Association of Directors of Special Services District Membership Dues for 2023-2024	\$200.00

Speech Evaluations

- L.11 Peggy Doorly for Speech Evaluations at her 2023-2024 hourly rate of \$70.04 per hour.

Health Office Summer Work

- L.12 Deborah Nazzaro, School Nurse, for an additional 25 hours for summer work at the rate of \$42.00 per hour.

Orientation

- L.13 the following staff for the Kindergarten Orientation listed at \$42.00 per hour up to 2 hours:
Ashley Isello, Melissa Davies, Elena Garcia Albea, and Erin McCoy.

Revisions/Salary Adjustment

- L.14 Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve movement on the guide for Megan Wysocki from BA+15, Step 12 to MA, Step 12 effective September 1, 2023, to be paid retroactively upon settlement of contract.

Employee Schedule Agreement

- L.15 the agreement of attendance and additional salary between Daniel O'Connell and the Bedminster Board of Education at his .4 per diem rate of \$120.04 for 4 days as per negotiations for the 2023-2024 school year.

2023-2024 Stipends

- L. 16 the following stipends being offered for the 2023-2024 school year are part of the negotiated contract between the Bedminster BoE and the Bedminster BEA in effect from July 1, 2019 through June 30, 2023.

BEDMINSTER SCHOOL 2023-2024 EXTRA-CURRICULAR ACTIVITIES		
Activity Title	Name of Staff Member	Individual Stipend Amount
Arts & Crafts - Grade 2 & 3	Occhi, Legiadre	\$634.00
Athletic Coordinator	Oliveri	\$5,078.00
Chess Club Beginners	Puglia	\$882.00
Chess Club	Johnson	\$882.00
Cooking Club - Grade 3 Session I	Alfone	\$630.00
Community Service Advisor	Mitchell	\$1,637.00
Community Service Advisor	Rodriguez	\$1,637.00
Concert Monitor	Biletski	\$481.00
Concert Monitor	Occhi	\$481.00
Concert Monitor	Fasano	\$481.00
Concert Monitor	Nyerges	\$481.00
Concert Monitor	Evans	\$481.00

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Concert Monitor	Legiadre	\$481.00
Concert Monitor	White	\$481.00
Concert Monitor	Grant	\$481.00
Concert Monitor	James	\$481.00
Drama Club Director - Grade 2	Alfieri	\$1,032.00
Drama Club Supervisor - Grade 2	Rosnell	\$490.00
Drama Club Director - Grade 3	Rosnell	\$1,032.00
Drama Club Supervisor - Grade 3	Alfieri	\$490.00
Environmental Club Grade 4-8	Ragoza	\$634.00
Field Hockey Head Coach	Puglia	\$3,190.00
Field Hockey Assistant Coach	Fasano	\$1,999.00
Graduation Music & Ceremony Coordinator	Johnson	\$451.00
Literary Magazine Advisor	White	\$932.00
Literary Magazine Advisor	Johnson	\$932.00
Literary Club	Johnson	\$672.00
Math Counts	Prinz	\$1,122.00
Music - Before & After School	Copeland	\$4,546.00
Music - Before & After School	Lefurge	\$4,546.00
Odyssey of the Mind	Ragoza	\$1,601.00
Parades	Lefurge	\$672.00
Robotics Club	Biletski	\$56.30 per hour/ up to 33 hours
Robotics Club	Puglia	\$56.30 per hour/ up to 33 hours
Ski Club Advisor	Notte	\$760.00
Ski Club Advisor	Puglia	\$760.00
Ski Club Assistant	Befumo	\$634.00
Ski Club Assistant	Alfone	\$634.00
Soccer Head Coach	Biletski	\$3,190.00
Soccer Assistant Coach	R. McCoy	\$1,999.00
Student Council Lead Advisor	R. McCoy	\$883.00
Writer's Workshop	Johnson	\$1,122.00
Yearbook Advisor	Befumo	\$1,032.00

L.17 the Bedminster Township Board of Education to go into Executive Session at 6:30 pm at the next regularly scheduled meeting on October 19, 2023.

L. agenda item L.1 through L17.

	Ms. Biedron		Ms. Gomez		Ms. Segal
	Mr. Calulo		Ms. Nathans		Mr. Wickizer
	Ms. Creelman		Mr. Reaves		Ms. Stevinson

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M. Public Questions/Comments

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N. Adjournment

NEXT MEETING(S) SCHEDULED FOR:

**October 19, 2023
EXECUTIVE SESSION 6:30 PM
OPEN PUBLIC MEETING 7:00 PM**