

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
7:30 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 November 28, 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**

**D. Roll Call**

	Mr. Casey		Ms. Lamiera		Ms. Stevinson
	Mr. Haggerty		Ms. Marto		Mr. Wolkow
	Ms. Johansson		Ms. Nathans		Mr. Reaves

**E. Executive Session – 6:30 p.m.**

- Personnel, HIB, Health & Safety

**Open Public Meeting @ 7:30 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 and non-agenda items. 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, prior to the statement being read at a Board Meeting.*

**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:

- February 20, 2020 Executive Session Minutes
- February 20, 2020 Regular Meeting Minutes
- March 10, 2020 Special Meeting Executive Minutes
- March 10, 2020 Special Meeting Minutes

	Mr. Casey		Ms. Lamiera		Ms. Stevinson
	Mr. Haggerty		Ms. Marto		Mr. Wolkow
	Ms. Johansson		Ms. Nathans		Mr. Reaves

**I. Task Groups**

- Negotiations Committee – Jeff Reaves
- Somerset Hills School District – Sarah Nathans
- Wellness Committee - Sonia Marto
- Technology Committee - Thomas Casey
- Security/Safety Ad Hoc - Giovanna Lamiera

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
7:30 p.m**

- Child Care - Jennifer Johansson

**Delegate/Representative Appointments**

- New Jersey School Boards Association - Brian Haggerty/Tom Casey
- Somerset Hills Municipal Alliance - as reported by Ms. Spitaleri
- PTO – Suzy Stevinson

**J. BUSINESS**

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

**2020-2021 SCESC Joint Transportation**

J.1 the following resolution:

**WHEREAS**, the Bedminster Township School District desires to transport special education, non-public, public and vocational school students to specific destinations for the 2020-2021 school year; and

**WHEREAS**, the Somerset County Educational Services Commission, hereinafter referred to as the SCESC, offers coordinated transportation services; and

**WHEREAS**, the SCESC will organize and schedule routes to achieve the maximum cost effectiveness;

**NOW, THEREFORE, BE IT RESOLVED**, that it is agreed that in consideration of pro-rated contract costs, plus an administration fee of four percent (4.5%) for member districts as Calculated by the billing formula adopted by the SCESC'S Board of Education; said formula shall be based on a route cost divided by home to school mileage of students allocated to each Participating district. The total amount to be charged to district will be adjusted based on actual costs. Payments will be due within thirty (30) days of receipt by the district and deemed late after sixty (60) days with an additional one percent (1%) fee for late payments. At the discretion of the Commission Superintendent, late fee charges may be waived for extenuating circumstances.

BE IT FURTHER RESOLVED that the length of the Agreement, obligations and requirements therein shall be in effect between September 1, 2020 and August 31, 2021.

**Professional Services - Roof Referendum**

J.2 the following resolution:

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF BEDMINSTER IN THE COUNTY OF SOMERSET, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH A PROPOSED SCHOOL FACILITIES PROJECT**

**WHEREAS**, the Board of Education of the Township of Bedminster in the County of Somerset, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed thereby), seeks to submit a school facilities project to the voters

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
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consisting of the replacement of the roof at the Bedminster Township School (the “Project”); and

**WHEREAS**, the School District will seek Debt Service Aid with respect to the Project; and

**WHEREAS**, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of the Project.

**NOW, THEREFORE, BE IT RESOLVED** BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF BEDMINSTER IN THE COUNTY OF SOMERSET, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board, approves the preparation of Schematic Plans and Educational Specifications, if applicable, by Parette Somjen Architects (the “Architect”) in connection with the Project and Board further authorizes and directs the Architect to submit same to the New Jersey Department of Education and to the County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Planning Board for its review, to the extent required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board approves the Project applications, the Architect is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board authorizes and directs the Board President, the Superintendent, the and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, if applicable, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, the Architect and Bond Counsel, Wilentz, Goldman & Spitzer, P.A., as applicable, to take all action required to preserve the opportunity to present the Project to the voters via a bond referendum at the annual School District Election to be held on November 3, 2020.

Section 6. This resolution shall take effect immediately.

**Facilities Use Request**

J.3 the following facilities requests for the 2019-2020 school year:

<b>Activity</b>	<b>Date(s)</b>	<b>Time</b>	<b>Location</b>
Township of Bedminster -	2/25, 3/3, 3/10	3:35pm-4:45pm	Room 262

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
7:30 p.m**

Cooking			
Township of Bedminster - Bagel Breakfast	3/7	8:00am-12:00pm	Cafe
Township of Bedminster - Adult Volleyball	4/14, 4/21, 4/28, 5/5, 5/12, 5/19	7:00pm-9:00pm	Gym

J.4 a contract with Stewart Business Systems, effective 7/1/2020 through 6/30/2025 for the leasing of copy machines including maintenance and technology support.

J.5 the purchase of NewWay Master Scheduling Plan from The NewWay Technologies for \$9,750.00 for scheduling services.

**Donations**

J.6 the donations of DRA kits to Morris School District and books to the Bloomingdale School District.

J.7 the following monthly medical/prescription and dental rates effective March 1, 2020 through June 30, 2020:

Horizon Blue Cross/Blue Shield of New Jersey

- Single - \$1,255.73
- Parent/Child(ren) - \$1,822.09
- 2 Adults - \$2,825.35
- Family - \$3,139.27

Delta Dental of New Jersey

- Single - \$50.67

J. agenda items J.1 through J.7

	Mr. Casey		Ms. Lamiera		Ms. Stevinson
	Mr. Haggerty		Ms. Marto		Mr. Wolkow
	Ms. Johansson		Ms. Nathans		Mr. Reaves

**K. FINANCE**

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 February 2020 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 February 2020 be accepted and filed, and the

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
7:30 p.m**

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 February 2020 be accepted and filed.

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

K.2 the invoices presented for payment totaling \$1,785,664.78 from the General Agency Account from February 21, 2020 through March 19, 2020.

Fund	Amount
(10) General Fund	\$1,773,062.13
(12) Capital Outlay	-0-
(20) Special Revenue	\$ 12,602.65
<b>Total</b>	<b>\$1,785,664.78</b>

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

K.3 the invoices presented for payment totaling \$6,594.57 from the Student Activities Account from February 15, 2020 through March 13, 2020.

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

K.4 the invoices presented for payment totaling \$13,099.98 from the Food Service Account from February 15, 2020 through March 13, 2020.

**2019-2020 Transfers**

K.5 transfers totaling \$3000.00 from February 15, 2020 through March 13, 2020 as per the monthly transfer report.

**2020-2021 Travel Maximum**

K.6 the following resolution:

**WHEREAS**, the Bedminster Township School Board of Education recognizes that school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or enhances the efficient operation of the school district; and

**WHEREAS**, N.J.A.C.6A:23B-1.1 et.seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

**THEREFORE, be it resolved** as per NJAC 6A:23A-7.3, that the Board of Education of the Township of Bedminster included in the 2020-2021 final budget a maximum expenditure amount

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
7:30 p.m**

that may be allotted for travel and expense reimbursement. The 2020-2021 budget includes a maximum travel appropriation of \$15,000. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded. Included in the 2020-2021 proposed budget is a maximum regular business travel amount of \$1,500 per employee.

**Preliminary Budget 2020-2021 School Year**

K.7 the preliminary 2020-2021 school district budget to be submitted to the Executive County Superintendent of Schools as follows:

	<b>Budget</b>	<b>Local Tax Levy</b>
General Fund	\$19,171,680	\$17,355,380
Special Revenue Fund	\$276,309	\$0
Debt Service Fund	\$0	\$0
<b>Total Budget</b>	<b>\$19,447,989</b>	<b>\$17,355,380</b>

**Approval to Withdraw from Tuition Reserve - FY21 Budget**

K.8 the withdrawal of \$450,000.00 from the tuition reserve to be included in the 2020-2021 school district budget to fund additional school year requirements related to the payment of tuition.

K. Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve agenda items K.1 through K.8

Mr. Casey	Ms. Lamiera	Ms. Stevinson
Mr. Haggerty	Ms. Marto	Mr. Wolkow
Ms. Johansson	Ms. Nathans	Mr. Reaves

**L. PERSONNEL & PROGRAMS**

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:

<b>NAME</b>	<b>DATE</b>	<b>TITLE</b>	<b>COST</b>
Keith Schoch	4/28/2020	How to Teach the Holocaust at NJ Bar Association; New Brunswick, NJ	\$0 Registration; \$0 mileage
Lauren Zugale	5/14/2020	Special Education Leadership in Action: Surviving and Thriving as an Administrator; Summit, NJ	\$0 Registration; \$14.77 mileage
Jenna Thomas	5/29/2020	2020 PE Jam; Randolph, NJ	\$0 Registratio; \$0 mileage

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
7:30 p.m**

**Substitutes**

L.2 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.

James Brady, Janet Lamb

L.3 Eveline Muntean as a substitute transportation nurse at a rate of \$42.83 per hour.

L.4 the revised rate for Kristen Nardiello, Part-Time Social Worker, to \$56.07 per hour (MA, Step 15) effective September 1, 2019 through June 30, 2020.

L.5 the correction in longevity payment to Megan Gottshalk to \$1,350.00 for the 2019-2020 school year.

**Course Approval**

L.6 tuition reimbursement for the following staff per the terms and conditions of the Bedminster Education Association contract in effect from July 1, 2019 through June 30, 2023:

Name	Course	Credits	School	Term	Estimated Amount
Natalie Basile	SEL103 Practicum	0	Rutgers University	Spring 2020	\$435.00
Lucy Ragoza	Social Emotional Development of Gifted Children	3	Rutgers University	Spring 2020	\$2,683.00

**Mileage Reimbursement**

L.7 mileage reimbursement for the following:

Name	Total	Travel info
Debbie Friedman	\$14.91	Newmark School for testing Student #315921
Debbie Friedman	\$37.10	2020 NJSHA Convention on 4/24/2020 (one-way travel approved 2/2020)
Peggy Doorly	\$34.65	2020 NJSHA Convention on 4/24/2020 (one-way travel approved 2/2020)

L.8 unpaid short term leave of absence for the following employees:

Employee number	Number of days	Month/year
74081183	3	December 2019
21728399	6	March 2020
21707179	4	April 2020

**Maternity Leave**

L.9 the extension of the maternity leave for Meredith Valentine, 2nd Grade Teacher, under the Family and

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
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7:30 p.m**

Medical Leave Act from September 1, 2020 to on or about January 4, 2021.

- L.10 the following to be a volunteer coaching assistant for the Boys Baseball coach for the 2019-2020 school year:

Josiah Panza

**Field Trips**

- L.11 the following field trips:

Grade	Trip/Location	Date
3rd	Great Swamp Environmental Education Center; Basking Ridge, NJ	5/5/2020
2nd	Fairview Farm Wildlife Preserve; Bedminster, NJ	5/15/2020* Rain Date 5/18/2020
multiple	2020 Special Olympics; Bernardsville, NJ	5/29/2020

**Salary Adjustments**

- L.12 the agreement of attendance and additional salary between Josiah Panza and the Bedminster Board of Education at his per diem rate of \$114.05 for 3 days as per the terms and the conditions of the negotiated agreement in effect from July 1, 2019 through June 30, 2023.
- L.13 go into Executive Session at 6:30pm at the next regularly scheduled meeting of the Board on April 30, 2020.
- L. Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve agenda item L.1 through L.13

	Mr. Casey		Ms. Lamiera		Ms. Stevinson
	Mr. Haggerty		Ms. Marto		Mr. Wolkow
	Ms. Johansson		Ms. Nathans		Mr. Reaves

**M. Public Questions/Comments**

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**N. Adjournment**



**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING AGENDA (Budget Adoption)  
March 17, 2020  
Rescheduled from March 19, 2020  
7:30 p.m**

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

**April 30, 2020 (Budget/Public Hearing)  
EXECUTIVE SESSION 6:30 PM  
OPEN PUBLIC MEETING 7:30 PM**