

**BEDMINSTER BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 14, 2023
7:07 p.m**

A. Call to Order

Ms. Stevinson called the meeting to order at 6:33 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 June 2, 2022, 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

Ms. Boehmer led the Pledge of Allegiance.

D. Roll Call

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

E. Executive Session – 6:33 p.m.

BE IT RESOLVED that the Bedminster Township Board of Education shall meet in closed session to discuss item(s) h 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 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 @ 7:07 p.m.

F. Retirement Celebration - Mr. Hogan

Recognition of Board Members - Ms. Creelman and Mr. Calulo

Superintendent's Report

- Enrollment
- Congratulations to Ms. Laurie Anderson elected - BoE member
- Thank you - Mr. Copeland & Mr. Lefurge - Orchestra/Strings, Band/Jazz Band, Choral/Handbell

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- Thank you - Grade 8 fundraising parents - Holiday Workshop
- Township DPW path being fixed
- Policy updates - thank you BoE members & administration team for reviewing
- SHSD meeting - agreement
- County MYBR
- Lockdown - clarify the initial message, 2nd message clarification - technology system error
- Wellbeing goal: Grade 5 Winter Wellness presentation to K-4 in January 2024
- Wellness/Green Team updates - recycling needs 6 /7 lunches
- Celebrating two BoE members - Thank you Mr. Calulo and Ms. Creelman for their dedication
- Celebration - retirement of Mr. Hogan who gave over 33 years to the BTS community
- Educator of the Year - will be named and honored next week, the week of December 18th, 2023
- School closed December 25, 2023 - January 1, 2024 - winter break

Business Administrator’s Report

- Robbin Boehmer reported on Parette Somjen Architect’s assessment of several areas of the school including the two breezeways, the ramp and wall leading into the cafeteria, and the cafeteria freezer. They found the breezeway to have no structural issues and will help refine a quote for the ramp. For the freezer, they will be recommending another firm with more experience with these issues.
- Mrs. Boehmer also thanked the board for asking for the Ed-Data quote approved at November’s meeting to be pro-rated. By reiterating the board’s opinion, Mrs. Boehmer was able to renegotiate the agreement for additional savings for the district.
- Also, mentioned were several items on the agenda for approval including the Annual Health and Safety Evaluation, appointment of board attorneys for the 2024 year, amending of the IDEA and Title II grants for carryover and program changes, and the change in a purchase request for nonpublic technology funding.
- Lastly, Mrs. Boehmer stated that the 2024/2025 budgeting process was now in progress.

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, prior to the statement being read at a Board Meeting.

- 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:

- November 16, 2023 Executive Session Minutes
- November 16, 2023 Regular Meeting Minutes

Motion to approve **Items H.** moved by Ms. Creelman, seconded by Mr. Calulo

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

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I. Task Groups

- Negotiations Committee – Judy Creelman
 - Ms. Creelman reported that an agreement had been reached with administrators, technology manager, and office staff. The BEA however, has filed for impasse. A mediator has been appointed but a date for mediation has not been set.
- Somerset Hills School District – Sarah Nathans
 - Ms. Nathans informed the board that she will need to be reappointed by Mrs. Boehmer, as the Board Secretary, on January 2, 2024 in order to attend the Somerset Hills Reorganization Meeting on January 3, 2024.
 - She reported that several new clubs had been formed and the High School and Holiday Concerts were going on.
 - She updated the board on athletic activities, a recent blood drive, the college readiness forum, dual enrollment opportunities and discussions of lightning of the fields.
 - She was pleased to report that the December Everyday Hero was a Bedminster student.
 - The district also increased substitute pay to \$130-\$140 a day and is looking to hire a bilingual teacher for the K/1 program.
- Technology Committee - Stephen Calulo
 - No update at this time.
- Security/Safety Ad Hoc - Suzie Stevinson
 - An update will be given in January.
- Child Care - Gabriel Wickizer
 - No update at this time.

Delegate/Representative Appointments

- New Jersey School Boards Association - Christy Biedron
 - Mrs. Biedron noted the recent seminar on the “Board's Role in Student Achievement and Curriculum” and mentioned that additional workshops are available.
- PTO – Suzie Stevinson
 - No update at this time.

J. BUSINESS

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

NJDOE Non-Public Program Purchase(s)

J.1 the following non-public purchase for the 2023-2024 school year:

School	Items	Program	Allocation
Willow	iRover2 for Interactive Flat Panels	Technology	\$1,464.21

Rescind NJDOE Non-Public Program Purchase(s)

J.2 the following non-public purchase for the 2023-2024 school year:

School	Items	Program	Allocation
Willow	Epson Classroom Projector ESCNJ/AEPA-22G	Technology	\$1,399.00

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Annual Health and Safety Evaluation of School Buildings Checklist

J.3 submission of the Annual Health and Safety Evaluation of School Buildings Checklist to the Department of Education for the 2023-2024 school year.

Educational Services Commission of New Jersey

J.4 Psychiatric Evaluation for Student #221146 in the amount of \$270.00.

2024 Contract – Special Education Attorney of Record

J.5 Nathanya G. Simon of the law firm Scarinci Hollenbeck, LLC 1100 Valley Brook Avenue, Lyndhurst, New Jersey as the special education attorney of record from January 1, 2024 through the January 2025 reorganization meeting at an hourly rate of \$175.00 for special education legal matters. Work performed by Associates shall be billed at the hourly rate of \$165.00. Work performed by paralegals and law clerks shall be billed at the hourly rate of \$100.00, as per their Legal Counsel Retainer Agreement dated December 8, 2023.

2024 Contract – Lead Attorney of Record

J.6 Nicholas Celso III, Esq. of the Busch Law Group, LLC, 450 Main Street, Metuchen, New Jersey, as attorney of record from January 1, 2024 through the January 2025 reorganization meeting at an hourly rate of \$172 for general legal services, special education and construction matters. Work performed by paralegals and law clerks shall be billed at the hourly rate of \$100, as per their Legal Counsel Retainer Agreement dated November 13, 2023.

Facilities Use Request(s)

J.7 the following facility requests:

Organization	Event	Room(s) Requested	Usage date(s) and time(s)
Bedminster Recreation	World Monuments Art After School Program	262	Tuesdays on 1/16, 1/23, 1/30, 2/6, 2/13, 2/20, 2/27; 3:35pm - 4:35pm
	Make-up Class for Lego Engineering-Bricks Challenge After School Program	262	1/3/2024; 3:35pm - 5:00pm
PTO	Assembly for Middle School - "Cyber Bullying & Social Media"	Cafetorium	1/5/2024; 8:30am - 10:45am

Rescind Facilities Usage Request(s)

J.8 the following facility requests:

Organization	Event	Room(s) Requested	Usage date(s) and time(s)
PTO	Assembly for Middle School - "Cyber Bullying & Social Media"	Cafetorium	11/17/2023; 8:30am - 10:30am

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Fundraising

J.9 the Student Council fundraising event(s) for the 2023-2024 school year:

Candy Cane Gram	December 2023
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2023-2024 Music and Drama Service Providers

J.10 the following:

Provider	Activity	Estimated Cost
Edward Redinger	Piano tuning and repair	\$405.00

Policy

J.11 the second reading of the following policy:

Number	Description	Action
P 2270	Religion in the Schools	R
P 3161	Examination of Cause (Revised)	R
P 4161	Examination of Cause (Revised)	R
P 3212	Attendance (M) (Revised)	R
P 4212	Attendance (M) (Revised)	R
P 3324	Right of Privacy (Revised)	R
P 4324	Right of Privacy (Revised)	R
P 5111	Eligibility of Resident / Nonresident Students (M) (Revised)	R
P 5116	Education of Homeless Children and Youths (Revised)	R
P 8500	Food Services (M) (Revised)	R

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

Regulation

J.12 the second reading of the following regulation:

Number	Description	Action
R 3212	Attendance (M) (Revised)	R
R 4212	Attendance (M) (Revised)	R

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R 5111	Eligibility of Resident / Nonresident Students (M) (Revised)	R
R 5116	Education of Homeless Children and Youths (Revised)	R

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

J. agenda items J.1 through J.12

Motion to approve **Items J.** moved by Mr. Calulo, seconded by Ms. Creelman

Yes	Ms. Biedron	Yes	Ms. Gomez	Yes	Ms. Segal
Yes	Mr. Calulo	Yes	Ms. Nathans	Yes, Abstain from J.11 and J.12	Mr. Wickizer
Yes	Ms. Creelman	Yes	Mr. Reaves	Yes	Ms. Stevinson

* Amending J.11 and J.12 correcting “N” to “R (revised)”.

* Amending J.12 revising R 5111 last paragraph to correct residency concern.

- Mr. Wickizer asked the P8500 be checked with Strauss Esmay for redundancy.

K. FINANCE

Finance & Facilities Committee Report - Jeff Reaves

- Mr. Reaves stated that interest being earned is very positive, noting the balances in the district’s reserve accounts.

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

2023-2024 Financial Reports

K.1 the Report of the Secretary for November 2023 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 November 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 2023-2024 fiscal year.

It is recommended that the Treasurer’s Report for November 2023 be accepted and filed.

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2023-2024 Invoices-General Agency Account

K.2 invoices presented for payment totaling \$1,257,956.54 from the General Agency Account from November 17, 2023 through December 14, 2023.

Fund	Amount
(10) General Fund	\$1,235,145.24
(12) Capital Outlay	\$0
(20) Special Revenue	\$22,811.30
(30) Capital Projects	\$0
(40) Debt Services	\$0
Total	\$1,257,956.54

2023-2024 Invoices-Student Activities Account

K.3 invoices presented for payment totaling \$5,051.30 from the Student Activities Account from November 17, 2023 through December 14, 2023.

2023-2024 Invoices-Food Service Account

K.4 invoices presented for payment totaling \$54,512.55 from the Food Service Account from November 17, 2023 through December 14, 2023.

2023-2024 Transfers

K.5 transfers for the 2023-2024 school year totaling \$76,856.31 for the month from November 1, 2023 through November 30, 2023 as per the monthly transfer report.

Approval of SOARS Corrective Action Plan

K.6 to authorize the School Business Administrator and Payroll /Benefits Specialist to submit and implement a Corrective Action Plan in the Schools Online Administrative Review System (SOARS) in order to address findings resulting from the November Administrative Review for the National School Lunch Program for 2023-2024.

Approval of 2023-2024 ESEA Grant Amendment

K.7 WHEREAS, the State Department of Education requires Boards of Education to approve the submission EVERY STUDENT SUCCEEDS ACT (ESSA) grant application and any amendments;
WHEREAS, the Bedminster Township Schools Board of Education is in need of amending the fiscal and program allocations, AMEND ESSA - TITLE II grant application to accept and distribute 2023 carryover of \$15,437.00. Funds are available for obligation between July 1, 2023 and must be expended by September 30, 2024.

Title	2023-2024 Amount	Carryover	Total
Title IA	\$34,987.00	\$0.00	\$34,987.00
Title IIA	\$11,982.00	\$15,437.00	\$27,365.00
Title IVA	\$10,000.00	\$0.00	\$10,000.00

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2024 IDEA Grant Amendment

K.8 WHEREAS, the State Department of Education requires Boards of Education to approve the submission of IDEA grant application and any amendments;
WHEREAS, the Bedminster Township Schools Board of Education is in need of amending the fiscal and program Allocations, AMEND 2024 IDEA grant application to fund IDEA PreK contracted services.
Funds must be unencumbered by September 30, 2024. Remaining funds may be carried over into the next fiscal year for a complete period of availability through September 2025.

K. agenda items K.1 through K.8

Motion to approve **Items K.** moved by Mr. Creelman, seconded by Mr. Calulo

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

L. PERSONNEL & PROGRAMS

Programs & Personnel Committee Report– Christy Biedron

- Ms. Biedron reported that the committee received updates from Ms. Zugale, Director of Special Services, and Dr. Omega, Middle School Principal.

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

Bernards High School Performing Arts Showcase Assembly

L.1 for Middle School Students on December 21, 2023 at Bedminster Township School.

Hourly Wage Revision

L.2 approve an hourly wage of \$15.13 effective January 1, 2024 for Technology Assistant, Brandon Lekai, to meet minimum wage with a maximum of 5 hours per week.

Resignation(s)

L.3 the following staff members:

Name	Position	Date
Karolina Zerjav	Paraprofessional	December 15, 2023
Walter Miklewicz	Custodian	December 22, 2023

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New Hires - Substitute Teacher(s)

L.4 the following pursuant to proof of fingerprinting:

Name	Salary	Anticipated start date
Kelly Stier	per the substitute salary guide and pursuant to successful clearance of P.L. 2018, c.5	2023-2024 school year

2023-2024 Stipends

L.5 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
Assistant Baseball Coach	Dan O'Connell	\$1,999.00

Rescind Workshop(s)

L.6 Edward Billings, Boiler Controls and Safety Devices webinar on October 10, 2023 in the amount of \$150.00 registration.

ARP- ESSER Fund Use

L.7 the following for ELA, Math and social-emotional well-being support at \$42.00 per hour.

Peter Prinz	Colin White	Jolanta Kolodziejski
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Piano Accompanist Bedminster Township School Choir

L.8 Christopher Fortin for December 2023 rehearsals and performances for a total of \$300.00.

CPR/First Aid/AED Certification Training & 2 Year Emergency Care and Safety Institute Certification

L.9 the following on January 22, 2024 via zoom 3:30pm-4:30pm with Talent Stock Training at a total cost of \$180.00.

Elizabeth Rosnell	Joanna Alfone	Jenna Thomas	Gary Steinert
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Author

L.10 Paul (PJ) Fusca, published author, to visit Grade 5 ELA classes on December 21, 2023.

Unpaid Leave of Absence

L.11 an unpaid leave of absence for Dan Schantz, Teacher, from December 18, 2023 through December 22, 2023.

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Main Office/Central Office Support Staff 2023-2024

L.12 the following Main Office/Central Office for the 2023-2024 school year:

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Salary</u>
Johnsen	Karna	School Secretary/Data Specialist	\$62,579 \$1,500 (sub coverage stipend)
Meechan	Elizabeth	Payroll/Benefits Specialist	\$73,569
Rica	Lisa	Accounts Payable/Purchasing Specialist (10 Months)	\$47,857

Administrative Contracts 2023-2024

L.13 the following Administrators for the 2023-2024 school year:

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Salary</u>
Omegna	Elizabeth	Middle School Principal	\$134,408
Pickett	Kevin	Technology Manager	\$98,856
Swan	Corby	Elementary School Principal	\$149,305
Zugale	Lauren	Director of Student Services	\$129,119

L.14 the Bedminster Township Board of Education to go into Executive Session at 6:30 pm at the next regularly scheduled meeting on January 18, 2024.

L. agenda item L.1 through L.14

Motion to approve **Items L.** moved by Mr. Calulo, seconded by Ms. Creelman

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

- Ms. Stevinson mentioned that the author in L.10 is a former Bedminster student, having graduated from the district in 2019 and from Bernards High School in 2023.

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M. Public Questions/Comments

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- A member of the public read a letter submitted to the board focusing on the math curriculum and criteria for placement as it relates to algebra at the high school level. Homework policy was also a subject of the letter.
- The board thanked the member for the letter and interest in the district and students.
- A member of the public asked for further information regarding the recent false alarm and lock down, noting that it was communicated as a drill. A question was raised as to why two emails were sent to families and hopes that communication in the future would be better. Dr. Giordano responded that the first message sent mistakenly said “drill” and that a review of messages would be done with staff.

N. Adjournment

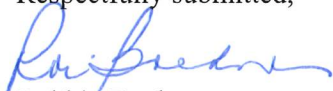
Motion to adjourn the Public Session at 8:03 p.m. moved by Mr. Calulo, seconded by Ms. Creelman
Carried as follows: Yes (9); No: (0); Abstain: (0)

NEXT MEETING(S) SCHEDULED FOR:

**January 4, 2024
OPEN PUBLIC RE-ORGANIZATIONAL MEETING 6:00 PM
Immediately followed by
OPEN PUBLIC MEETING**

**January 18, 2024
EXECUTIVE SESSION 6:30 PM
OPEN PUBLIC MEETING 7:00 PM**

Respectfully submitted,



Robbin Boehmer
Board Secretary