

**BEDMINSTER BOARD OF EDUCATION
REGULAR MEETING MINUTES
November 21, 2024
7:01 p.m.**

A. Call to Order

Mr. Reaves called the meeting to order at 7:01 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 July 24, 2024, 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

Mr. Reaves led the Pledge of Allegiance.

D. Roll Call

Yes	Ms. Anderson	Yes	Mr. Reaves	Absent	Mr. Wickizer
Yes	Ms. Gomez	Yes	Ms. Segal		
Yes	Ms. Nathans	Yes	Ms. Stevinson		

- Motion to rescind October 17, 2024 motion to go into Executive Session at 6:30 pm at the next regularly scheduled meeting of the Board on November 21, 2024.

Yes	Ms. Anderson	Yes	Mr. Reaves	Absent	Mr. Wickizer
Yes	Ms. Gomez	Yes	Ms. Segal		
Yes	Ms. Nathans	Yes	Ms. Stevinson		

- Motion to go into Executive Session at 6:00 pm on November 21, 2024.

Yes	Ms. Anderson	Yes	Mr. Reaves	Absent	Mr. Wickizer
Yes	Ms. Gomez	Yes	Ms. Segal		
Yes	Ms. Nathans	Yes	Ms. Stevinson		

E. Executive Session – 6:05 p.m.

BE IT RESOLVED that the Bedminster Township Board of Education shall meet in closed session to discuss item(s) a, 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 (residency hearing case #2024-2025-01 cancelled)
- 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

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- h. Personnel - employment matters affecting a specific prospective or current employee

Open Public Meeting @ 7:00 p.m.

F. Annual Audit Presentation - Andrew Kucinski, Nisivoccia, LLP

Superintendent's Report

- Hello and thank you for joining us, enrollment
- Fall Conferences - positive feedback on the process, Food Drive
- District Goals - wellbeing - Family Partnership Series Mrs. Zugale presented on MS & digital tools (PTO)
- District Goals- Remediation Grades 3-4
- District Goals: MS Staff NewsELA training (Title II)
- Thank you Grace Chapel for providing our families most in need with turkey dinner gifts
- NJQSAC Quality Single Accountability Continuum, met with teacher representatives
- Thank you to parents & staff - EoY nominations
- PreK teacher
- Thank you to Police, Grace Chapel, & Township for supporting us at BTS,
- MoA Township/PD/BTS SLEO
- Ms. Deckhut coordinated VoTech visits: during Grade Instructional Center
- BTS Green Team contributed to SHSD for plastic bag donations- community partnership
- BTS/SHSD BMS Middle School Collaboration today
- Maschio's chef days, wishing all a happy and safe Thanksgiving
- Thank you, Mrs. Relton and Amber Jimenez for their time and service here at BTS and best of luck

Business Administrator's Report

- 2 bids for RTU, 8 bids for chillers - 10 bids
- Waiting for PSA for recommendation

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

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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:

- October 17, 2024 Executive Session Minutes
- October 17, 2024 Regular Meeting Minutes

Motion to approve **Items H.** moved by Ms. Stevinsonl, seconded by Ms. Gomez

Yes	Ms. Anderson	Yes	Mr. Reaves	Absent	Mr. Wickizer
Yes	Ms. Gomez	Yes	Ms. Segal		
Yes	Ms. Nathans	Yes	Ms. Stevinson		

I. Task Groups

- Negotiations Committee - Jeff Reaves
 - Contract being finalized, hoping we can resolve and end year to solved settled contract
- Somerset Hills School District - Sarah Nathans
 - Meeting on 11/20/2024
 - NHS induction held on 11/21/2024
 - Blood Drive
 - Girls Tennis to Semi Finals
 - Boys/Girls Division Champs
 - A/P Course Silver recognition
 - QSAC 2025
 - Lower field repairs - getting a maintenance contract
 - Jinnee DeMarco retiring
 - Capital Projects - tennis courts, renovate PAC auditorium, renovate High School for STEM
 - New courses for college readiness
 - Discussed temporarily appoint Sarah Nathans to SHSD representative for 1/1/2025 - 1/7/2025 meeting
- Technology Representative - Gabriel Wickizer (absent) - Jeff Reaves
 - Cyber incident at BTS - offering credit monitoring
- Security/Safety Ad Hoc Representative - Patty Segal
 - Next meeting on December 2, 2024
- Child Care - Sarah Nathans
 - No report
 - There will be a year end evaluation done in December

Delegate/Representative Appointments

- New Jersey School Boards Association - Gaby Gomez
 - Attended the NJSBA convention in October. Met other board members. Recommends to do Governance training at convention next year
 - Sustainable Jersey - BTS received Silver award at NJSBA convention
- PTO - Gabriel Wickizer and Gaby Gomez
 - At the 11/20 PTO meeting Lauren Zugale presented Digital World
 - 206 attendees at Halloween event

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- o Scholastic Book Fund
- o December 3 - give your teacher a break at Shake Shack, secret password is Donate Chicken - give back 25% to PTO
- o Spring Fling to be held on April 11, 2025

J. BUSINESS

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

Memorandum of Agreement with Law Enforcement

J.1 approves the following resolution:

BE IT RESOLVED, that the Bedminster Township Board of Education hereby approves the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials 2023 Revisions* for the 2024-2025 school year.

SOA

J.2 School Safety and Security Plan Annual Review Statement of Assurance 2024-2025.

Student Services Contract(s)

J.3 an agreement with Bridgeway Behavioral Health Services, Somerville, NJ for the 2024-2025 school year, to provide PESS initial evaluations and re-evaluations, at the rate of \$200 each.

2025-2026 Board of Education Meeting Dates

J.4 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 appears 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, in the County of Somerset, New Jersey, will meet to discuss or act upon public business at 7:00 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 2025 and 2026 **Reorganization** meeting which will be held at Bedminster Township School at 6:00 P.M. immediately

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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, 2025 - Reorganization - Bedminster Township School at 6:00 p.m. (Emergency back up meeting date of January 7, 2025)* (Previously approved on June 20, 2024)
January	January 16, 2025
February	February 20, 2025
March	March TBD, 2025 (Budget Adoption)
April	April TBD, 2025 (Budget/Public Hearing)
May	May 15, 2025
June	June 19, 2025
July	July 17, 2025
September	September 18, 2025
October	October 16, 2025
November	November 20, 2025
December	December 11, 2025*
January	January 6, 2026 - Reorganization - Bedminster Township School at 6:00 p.m. (Emergency back up meeting date of January 7, 2026)*

Residency Hearing

J.5 a residency hearing for a student referenced in case# 2024-2025-01: Having heard and considered the information provided by the parents and the school Residency Officer, the Board finds that the student is not domiciled within the school district and directs that the student be disenrolled in accordance with the applicable laws and regulations. The Superintendent and Board Attorney are authorized to proceed accordingly.

- **J.5 Residency Hearing was postponed**

J. agenda items J.1 through J.4

Motion to approve **Items J.** moved by Ms. Stevinson, seconded by Ms. Gomez

Yes	Ms. Anderson	Yes	Mr. Reaves	Absent	Mr. Wickizer
Yes	Ms. Gomez	Yes	Ms. Segal		
Yes	Ms. Nathans	Yes	Ms. Stevinson		

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K. FINANCE

Finance & Facilities Committee Report - Gabriel Wickizer

- Bids for chillers and RTU

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

2024-2025 Financial Reports

K.1 the Report of the Secretary for October 2024 submitted for Board review. As required by N.J.A.C. 6A:23-A-16.10(c)(3), I, Eulalia Gillis, Interim 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 October 2024 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 2024-2025 fiscal year.

It is recommended that the Treasurer's Report for October 2024 be accepted and filed.

2024-2025 Transfers

K.2 transfers for the 2024-2025 school year totaling \$201,941.83 from October 1, 2024 through October 31, 2024 as per the monthly transfer report.

2024-2025 Invoices-General Agency Account

K.3 the invoices presented for payment totaling \$2,181,421.78 from the General Agency Account from October 18, 2024 through November 21, 2024:

Fund	Amount
(10) General Fund	\$1,892,866.39
(12) Capital Outlay	\$55,364.16
(20) Special Revenue	\$39,589.25
(30) Capital Projects	\$193,601.98
(40) Debt Services	\$0.00
Total	\$2,181,421.78

2024-2025 Invoices-Student Activities Account

K.4 invoices presented for payment totaling \$337.13 from the Student Activities account from October 18, 2024 through November 21, 2024.

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2024-2025 Invoices-Food Service Account

- K.5 invoices presented for payment totaling \$15,228.07 from the Food Service account from October 18, 2024 through November 21, 2024.
- K. agenda items K.1 through K.5

Motion to approve **Items K.** moved by Ms. Anderson, seconded by Ms. Gomez

- **Mr. Wickizer arrived at meeting at 7:52 pm**

Yes	Ms. Anderson	Yes	Mr. Reaves	Yes	Mr. Wickizer
Yes	Ms. Gomez	Yes	Ms. Segal		
Yes	Ms. Nathans	Yes	Ms. Stevinson		

L. PERSONNEL & PROGRAMS

Programs & Personnel Committee Report– Suzie Stevinson

- Meeting held on 11/20 - piloting new ELA programs for Grades 2 and 4, Benchmark advance, teaching note taking also with this program, final decision to use will be made in the Spring

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

Job Description(s)

- L.1 revised Administrative Executive Assistant to the Superintendent and School Business Administrator job description.
- L.2 new Part Time Transition Support for Administrative Executive Assistant to the Superintendent and School Business Administrator job description.

New Hires(s)

- L.3 the following newly hired staff per the provisions of the Bedminster Education Association contract in effect from July 1, 2023 through June 30, 2027, pursuant to a successful clearance of P.L. 2018, c.5 and proof of fingerprinting:

Name	Position	Salary	Anticipated start date
Hannah Scansaroli	Teacher	\$63,455.00 prorated (BA, Step 1)	January 2, 2025

- L.4 the following newly hired part-time staff to provide transition support services between staff entering and leaving assistant position(s) for the 2024-2025 school year, pursuant to a successful clearance of P.L. 2018, c.5 and proof of fingerprinting, if applicable:

Name	Part Time Position	Rate	Anticipated duration
Marguerite Colonel	Transition Support	\$55.00/hr, up to 20 hours per week	November 2024 - June 2025

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Resignation(s)

L.5 the following resignation(s):

Name	Position	Reason	Effective Date(s)
Amber Jimenez	Administrative Executive Assistant to the Superintendent and the School Business Administrator	Resignation	December 4, 2024
Jessica Relton	Teacher	Resignation	January 1, 2025

Parent/Teacher Conference - Employee Schedule Agreement

L.6 the agreement of attendance and additional salary between Daniel O’Connell and the Bedminster Board of Education at his .4 per diem rate of \$127.91 on November 5, 2024, for Parent/Teacher Conferences, pursuant to the terms and conditions of the Bedminster Township Board of Education and the BEA contract in effect from July 1, 2023 through June 30, 2027.

Volunteer(s)

L.7 Gary Steinert as basketball volunteer for the 2024-2025 season.

L.8 Erik Annette as basketball and lacrosse volunteer for the 2024-2025 season, pursuant to proof of fingerprinting.

Curriculum Revisions

L.9 the following, pursuant to the terms and conditions of the Bedminster Township Board of Education and the BEA contract in effect from July 1, 2023 through June 30, 2027:

Teacher	Subject / Grade Level	Hours
James Puglia	Technology - Grades K - 4	Up to a total of 40 hours per grade level, due no later than September 2025
Carmen Rodriguez	Spanish - Grade 5	Up to a total of 40 hours per grade level

2024-2025 Stipends

L.10 the following stipends being offered for the 2024-2025 school year are part of the negotiated contract between the Bedminster Township Board of Education and the Bedminster BEA contract, in effect from July 1, 2023 through June 30, 2027, and within the terms and conditions of Stipends - Schedule A, Stipends - Schedule B, Stipends - Schedule C* (*C3 and C4 - not all staff being approved will be needed for all on-site or off-site duties) as per the Bedminster Township Board of Education and the Bedminster BEA Association Tentative Agreements:

BEDMINSTER SCHOOL 2024-2025 EXTRA-CURRICULAR ACTIVITIES		
Activity Title	Last Name of Staff Member	Stipend - Schedule
Concert Monitor (on-site)	Legiadre	C3

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2024-2025 Stipends

L.11 the offering of the following newly proposed stipends being piloted in 2025:

New Activity Title	Last Name of Staff Member	Rates based on 10 one-hour student sessions otherwise prorated
Cribbage	Holzberger	\$850.00
Volleyball Clinic	Marton	\$850.00
Mural Club	Hershkowitz	\$850.00

- Ms. Stevinson suggests that the mural club should be postponed to December, the committee agreed

2024-2025 Guest Speaker

L.12 former BTS graduate student, Taylor DeMartino, to guest speak during middle school health classes about the dangers of vaping.

Workshop(s)/Site Visit(s)

L.13 the following staff for the workshop(s)/site visit(s) listed:

Name	Date	Title	Cost
Debbie Nazzaro	11/21/2024	Prevention and Mitigation of Common Infectious Illnesses in Education Setting; virtual	\$0.00 Registration; \$0.00 Mileage
Liz Meechan	12/05/2024	USDA Food Conference at the NJ Convention and Expo Center; Edison, NJ	\$0.00 Registration; \$23.50 Mileage
Kelly Peck	12/05/2024	Hot Issues in Special Education Law: 2024-2025 TMI-Legal One Collaborative Workshop; virtual	\$125.00 Registration; \$0.00 Mileage
Kelly Peck	01/10/2025	NJPSA Navigating Courageous Leadership: Would you follow you?; virtual	\$150.00 Registration; \$0.00 Mileage
Jennifer Giordano	03/04/2025-03/08/2025	AASA Future Driven Leadership; New Orleans, LA	\$25.00 Purchase Order processing fee for registration/workshops

L.14 the Bedminster Township Board of Education to go into Executive Session at 6:30 pm at the next regularly scheduled meeting on December 12, 2024.

L. agenda items L.1 through L.14

- postponing Mural Club to December**

Motion to approve **Items L.** moved by Ms. Stevinson, seconded by Ms. Anderson

Yes	Ms. Anderson	Yes	Mr. Reaves	Yes	Mr. Wickizer
Yes	Ms. Gomez	Yes	Ms. Segal		
Yes	Ms. Nathans	Yes	Ms. Stevinson		

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M. Public Questions/Comments

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- None

N. Adjournment

Motion to adjourn the Public Session at 7:57 p.m. moved by Mr. Reaves, seconded by Mr. Wickizer
Carried as follows: Yes: (7); No: (0); Abstain: (0); Absent (0)

NEXT MEETING(S) SCHEDULED FOR:

**December 12, 2024
EXECUTIVE SESSION 6:30 PM
OPEN PUBLIC MEETING 7:00 PM**

Respectfully submitted,

Eulalia Gillis
Board Secretary