

**BEDMINSTER BOARD OF EDUCATION
REGULAR MEETING AGENDA
October 17, 2019
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 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

D. Roll Call

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

E. Executive Session – 6:30 p.m.

- Legal, Personnel, Negotiations, Safety and Security

Open Public Meeting @ 7:30 p.m.

**F. Student Council Report
NJSLA Standardized Assessment Presentation
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:

- September 19, 2019 Executive Session Minutes
- September 19, 2019 Regular Meeting Minutes

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

I. Task Groups

- Negotiations Committee – Judy Creelman
- Somerset Hills School District – Monica Burch
- Wellness Committee - Alicia Schauer/Sonia Marto
- Technology Committee - Howard Wolkow
- Security/Safety Ad Hoc-Monica Burch
- Child Care - Jennifer Johansson/Alicia Schauer

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Delegate/Representative Appointments

- New Jersey School Boards Association - Judy Creelman
- Somerset Hills Municipal Alliance
- PTO – Suzie Stevinson

J. BUSINESS

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
P 2110	Philosophy of Education/District Mission Statement	R

J.2 the **first 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

Regulations

J.3 the **first 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

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R6112	Reimbursement of Federal and Other Grant Expenditures (M)	R
R8600	Student Transportation (M)	R
R8630	Bus Driver/Bus Aide Responsibility (M)	R

Tuition Contracts

J.4 annual tuition contracts with Somerset County Vocational and Technical School for one (1) student full-time at a cost of \$1,325.00 and for three (3) students share-time at a cost of \$1,987.50 for a total cost of \$3,312.50 for the 2019-2020 school year.

J.5 annual tuition contract for the 2019-2020 School Year

School	Student Number	Total	Comments
The Career Center of SCESC; Bridgewater, NJ	15911	\$62,110.00	Renewal

NJSIG Safety Grant

J.6 acceptance of the NJSIG Safety Grant Award in the amount of \$4,514.54 in recognition of Bedminster Township School's proactive risk management and safety during the 2018-2019 school year.

Bus Evacuation Drill

J.7 the bus evacuation drill facilitated by Principal Swan on October 4, 2019 at Bedminster Township School at 8:45am in the cul-de-sac area for the following bus routes:
Bed 2-10, Bed 12-13

Donation

J.8 the donation of approximately 10 used Foundations tile boards to St. Matthew the Apostle School in Edison, NJ.

Maintenance Budget Worksheet-Form M-1

J.9 Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve the required Annual Maintenance Budget Amount Worksheet (Form M-1) calculation of \$37,638.00 for the 2020-2021 budget year. This calculation establishes the minimum maintenance budget as per state requirements and guidelines.

Comprehensive Maintenance Plan

J.10 Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, adopt the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year (3) maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

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WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Bedminster Township School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW, THEREFORE, BE IT RESOLVED, that the Bedminster Township School District hereby authorizes the School Business Administrator to submit the attached 2020-2021 Comprehensive Maintenance Plan for the Bedminster Township School District in compliance with the Department of Education requirements.

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

	Ms. Burch		Ms. Lamiera		Ms. Stevinson
	Ms. Creelman		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 September 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 September 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 September 2019 be accepted and filed.

2019-2020 Invoices-General Agency Account

K.2 invoices presented for payment totaling \$1,541,164.83 from the General Agency Account from September 20, 2019 through October 17, 2019.

Fund	Amount
(10) General Fund	\$ 1,497,272.51
(12) Capital Outlay	\$ 7,150.00
(20) Special Revenue	\$ 36,742.32
Total	\$1,541,164.83

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2019-2020 Invoices-Student Activities Account

K.3 invoices presented for payment totaling \$313.00 from the Student Activities Account from September 20, 2019 through October 11, 2019.

2019-2020 Invoices-Food Service Account

K.4 invoices presented for payment totaling \$12,110.14 from the Food Service Account from September 20, 2019 through October 11, 2019.

2019-2020 Transfers

K.5 transfers for the 2019-2020 school year totaling \$128,000.00 from September 20, 2019 through October 11, 2019 as per the monthly transfer report.

K. agenda items K.1 through K.5

	Ms. Burch		Ms. Lamiera		Ms. Stevinson
	Ms. Creelman		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:

NAME	DATE	TITLE	COST
Keith Schoch	10/14/19	Insight - Issues, Practices, Topics; Manville, NJ	\$0 Registration; \$0 mileage
Alicia Schauer	10/17/19	ERIC North/NJSIG; Piscataway, NJ	\$14.00 mileage
Andrea Burke James Puglia	1/30-31/2 020	Techspo 2020; Atlantic City, NJ	\$475.00 Registration; \$99.00 Hotel; \$108.20 Mileage and Tolls
Nicole Mancini	10/25/19	52nd Annual Conference on Reading & Writing; New Brunswick, NJ	\$180.00 Registration; \$32.79 Mileage
Regan Lakritz	10/16/19	Access to Learning Summit; Springfield, NJ	\$0 Registration; \$16.80 Mileage
Corby Swan	10/14/19	Insight - Issues, Practices, Topics; Manville, NJ	\$0 Registration; \$4.20 mileage
Patricia Leonti Erica Kastell Lauren Zugale	10/23/19	Visit LLD classrooms in Bridgewater and Basking Ridge, NJ	\$0 Registration; \$0 Mileage
Lauren Zugale	10/21/19	Basic Guide to Intervention & Referral Services, Monroe Township, NJ	\$149.00 Registration; \$33.31 Mileage
Lauren Zugale	11/1/19	Special Education Directors Toolkit; Monroe Township, NJ	\$0 Registration; \$33.31 Mileage

Revisions/Salary Adjustment

L.2 a salary adjustment for Kaitlyn Baccarini effective October 1, 2019 through June 30, 2020 per the terms and conditions of the Bedminster Education Association employment contract in effect from July 1, 2015 through June 30, 2019 at an annual rate of \$29,481.86 representing 3 periods/day for 5 days as a teacher and the remaining time as a paraprofessional.

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Home Instruction

- L.3 home instruction for student #231270 starting on or about September 1, 2019 through on or about December 1, 2019 for 10 hours per week at \$59.11 per hour pending out of district placement.
- L.4 the following staff members to provide home instruction for the 2019-2020 school year at a rate of **\$42.00 per hour:**

Jessica Carlin	Teresa Collins	Donna LaMarca
Patricia Leonti	Fouzia Samy	Kyle Johnson
David Leichtling		

Non Public Outreach/Sustainability

- L.5 the following committee members to attend The Willow School sustainability visit on November 5, 2019:
Jessica Carlin, Sue Evans, Jennifer Giordano, Karna Johnsen, Stephen Lemoine, Lucy Ragoza
BTS Student Representatives
- L.6 the Effective Character Education Through Sports Program (Character Education Partnership) from Purnell School students and staff to 3rd grade students at Bedminster School on December 5, 2019 from approximately 9:00am - 11:45am.

Paraprofessional SOA

- L.7 the Statement of Assurance (SOA) regarding the use of Paraprofessional Staff for the 2019-2020 school year.

Grievance Settlement

- L.8 the settlement agreement between the Bedminster Board of Education and the Bedminster Education Association filed as Grievance AR-2019-560 and make this agreement part of the contract between both parties in effect from July 1, 2015 through June 30, 2019.

Curriculum Writing/Math Training

- L.9 the following staff members for curriculum writing:

Name	Subject & Grade Level	Total Hours	Cost
Lucy Ragoza	Enrichment K-8	Not to exceed 30	\$1,260.00
Jennifer Holzberger	French 6-8	Not to exceed 30	\$1,260.00
Barbara Alfieri Melissa Skiba Dyana Tarulli Valerie Tonini	Language Arts K-4	Not to exceed 180	\$7,560.00
Ted Biletski	Big Ideas Math Training and Book Order	10	\$420.00

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New Hires/Substitutes

L.10 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.

Holly Kumpf, Josiah Panza, Megan Donnelly

Resignation

L.11 the resignation of Maureen Stanford, Part-time Nurse, effective December 20, 2019.

Mileage Reimbursement

L.12 the following mileage for Jennifer Giordano:

Destination	Round Trip Mileage
HCESC, Flemington, NJ (11 meetings/yr.)	\$133.98
NJASA, Trenton, NJ (2 meetings/yr.)	\$59.64
SCASA, Bridgewater, NJ (11 meetings/yr.)	\$56.98
SCESC, Bridgewater, NJ (5 meetings/yr.)	\$35.70
SCASA Annual Retreat, Bethlehem, PA (1 meeting/yr.)	\$33.53

L.13 Charley Burkhardt to complete 20 hours of service and observation at Bedminster Township School, to satisfy his requirements for the Foundations of Early Childhood Education program at RVCC.

L.14 go into Executive Session at 6:30 pm at the next regularly scheduled meeting of the Board on November 21, 2019.

L. agenda item L.1 through L.14

Ms. Burch	Ms. Lamiera	Ms. Stevinson
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M. Public Questions/Comments

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N. Adjournment

NEXT MEETING(S) SCHEDULED FOR:

**November 21, 2019
EXECUTIVE SESSION 6:30 PM
OPEN PUBLIC MEETING 7:30 PM**

