

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING MINUTES**

**October 21, 2021**

**7:30 p.m**

**A. Call to Order**

President Stevinson called the meeting to order at 7:30 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 10, 2021, 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.*

Eulalia Gillis read the open public meeting notice.

**C. Pledge of Allegiance**

Eulalia Gillis led the Pledge of Allegiance.

**D. Roll Call**

Absent	Mr. Calulo	Yes	Ms. Lamiera	Yes	Mr. Reaves
Absent	Mr. Casey	Yes	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Excused	Ms. Nathans	Yes	Ms. Stevinson

**E. Executive Session – 6:30 p.m.**

- Legal, Personnel, Safety/Security

**Open Public Meeting @ 7:30 p.m.**

**F. Superintendent's Report**

- Lost two former students - RIP Bryce and Justin
- PD Day: Start Strong & iReady; Scheduling - still working on changes
- Start Strong testing - thank you, Dr. Omega;
- SGOs, PDPs, NJQSAC still required by NJDoE
- QSAC committee: J Reaves, A Oliveri, C White
- Math: Reflex Math Gr 2-4; BTSN thank you teachers
- Halloween parade ES and costumes MS; sports & activities are back
- Red Ribbon Week next week, see flyer; November conferences
- National Writing Project Teacher Consultant - Mrs. Isello
- SEL-Mrs. Isello's class project, CE traits - thanks Mrs. Infante
- ESY 7/5/2022 - 8/11/2022 M-Th 9am - 12pm
- Bedminster OEM Chris Crowell - thank you surgical masks & KN95s
- Community Service for students
- Wellness Committee & Green Team Student Reps - busy, bag distribution, pink day, color days, events
- Wellness and Maschio's - monthly food colors and samples at lunch, soup & smoothie contests are back
- Sustainable Jersey Grant writing in process, biodiversity focused group for future outdoor learning space
- Kaleigh R.-National Anthem at The Hunt and performed with the One More Once Big Band as a soloist
- Mrs. Cannizzaro - resignation - good luck, thank you for your dedication and professionalism

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**Business Administrator’s Report**

- Mr. Wolkow will present what was discussed and the F&F meeting on 10/19/21
- Close out reports for Special Revenue Grants
- QSAC 3/15/21 - started to work on DPR’s
- Audit is almost complete
- Board office is currently working on ASSA and DRTRS reports
- Reminder - Board to complete mandated courses by 12/31/21 - any questions or problems contact me
- CMP and M1 annual report that establishes minimum maintenance reserve amount - items J.2 and J.3

**President’s Report**

- MS Costumes for Halloween, BTS thank you
- Book Fair was a success

**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:

- September 23, 2021 Executive Session Minutes
- September 23, 2021 Regular Meeting Minutes

Motion to approve **Items H.** moved by Ms. Stevinson, seconded by Mr. Wolkow

Absent	Mr. Calulo	Yes	Ms. Lamiera	Yes	Mr. Reaves
Absent	Mr. Casey	Yes	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Excused	Ms. Nathans	Yes	Ms. Stevinson

**I. Task Groups**

- Negotiations Committee – Suzie Stevinson and Jeff Reaves
  - No report
- Somerset Hills School District – Sarah Nathans - updated by President Stevinson
  - Spirit week last week. Homecoming this Friday night. COVID testing for unvaccinated teachers to start 10/22/21. Strategic Planning sessions 10/21,11/11, and 12/13.
  - Transfinder software purchased to increase efficiency and improve route selection.
- Wellness Committee - Sonia Marto
  - Met on 10/19- students had wonderful ideas; color day each month, smoothie recipe contest to promote wellness
- Technology Committee - Thomas Casey
  - Met on 10/20, topic was optimizing communication

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- Security/Safety Ad Hoc - Giovanna Lamiera
  - No report
- Child Care - Jennifer Johansson
  - No meeting, but hoping to get before-care up and rolling by January 2022.

**Delegate/Representative Appointments**

- New Jersey School Boards Association - Tom Casey
  - No update
- Somerset Hills Municipal Alliance
  - No update
- PTO – Giovanna Lamiera
  - Dr. Omegna and Mr. Swan have been presenting their reports; Dr. Omegna working on Principal’s Academy and Wellness Committee; Mr. Swan mentioned Educator of the Year nominations, Week of Respect, and that Spirit Wear is available for orders.

**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 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 Regarding Police Access to School District Security Cameras.

**Comprehensive Maintenance Plan**

J.2 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

**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 2021-2022 Comprehensive Maintenance Plan for the Bedminster Township School District in compliance with the Department of Education requirements.

**Maintenance Budget Worksheet-Form M-1**

J.3 the required Annual Maintenance Budget Amount Worksheet (Form M-1) calculation of \$35,178.00 for the

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2022-2023 budget year. This calculation establishes the minimum maintenance budget as per state requirements and guidelines.

**Policies**

J.4 the **second reading** of the following policies, except (beginning September 23, 2021) abolished bylaws, policies, or regulations; they are abolished at one meeting moving forward:

<b>Number</b>	<b>Description</b>	<b>Action</b>
P 1648	Restart and Recovery Plan	A
P 1648.02	Remote Learning Options for Families	A
P 1648.03	Restart and Recovery Plan - Full-Time Remote Instruction	A
P 1648.11	The Road Forward COVID-19 - Health and Safety	N
P 1648.13	School Employee Vaccination Requirements	N
P 2422	Comprehensive Health and Physical Education	R
P 2467	Surrogate Parents and Resource Family Parents	R
P 5111	Eligibility of Resident/Nonresident Students	R
P 5114	Children Displaced by Domestic Violence	A
P 5116	Education of Homeless Children	R
P 6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs	N
P 6115.02	Federal Awards/Funds Internal Controls - Mandatory Disclosures	N
P 6115.03	Federal Awards/Funds Internal Controls - Conflict of Interest	N
P 6311	Contracts for Goods or Services Funded by Federal Grants	R
P 7432	Eye Protection	R
P 8420	Emergency and Crisis Situations	R
P 8540	School Nutrition Programs	R
P 8550	Meal Charges/Outstanding Food Service Bill	R
P 8600	Student Transportation	R

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P 8810	Religious Holidays	A
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\* A - Abolished; N - New; R - Revised

**Regulations**

J.5 the **second reading** of the following regulations:

Number	Description	Action
R 7432	Eye Protection	R
R 8420.01	Fire and Fire Drills	R

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

**Tuition Contracts**

J.6 the following annual tuition contracts with Somerset County Vocational and Technical School for a total cost of \$30,700.00 for the 2021-2022 school year:

Students	Tuition Fee	Total
#221065, #259760 - full-time	\$1,400.00 each	\$2,800.00
#2025307, #2023504 - share-time	\$700.00 each	\$1,400.00
#2024161 - Alternative School	\$26,500.00	\$26,500.00

J.7 the out of district contract for student #120 to attend ECLC of New Jersey in Chatham, NJ effective September 3, 2021 through June 24, 2022 at the total cost of \$63,082.00.

J.8 the Learning Tree Multicultural/Multilingual Evaluation and Consulting, Inc. to provide bilingual services as needed per the following rate(s) for the 2021-2022 school year:

Language	Learning Evaluation	Speech/Language Evaluation	Psychological Evaluation	Social History Evaluation
Other Languages	\$800	\$800	\$800	\$800
Spanish	\$750	\$750	\$750	\$750
Translation	Conference - \$120/ hour	Written - \$120/page	OT - \$750	

**Facilities Use Request**

J.9 the following facility requests:

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Organization	Event	Room(s) Requested	Usage date(s) and time(s)
Ms. Rosnell	3rd Grade Drama Club	Cafe	3:35pm - 4:25pm 10/5/21 - 11/16/21 (Tuesdays only)

**Statement of Assurance**

- J.10 the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance 2021-2022.
- J.11 approve the QSAC Statement of Assurance (SOA) and the District Performance Review (DPR).
- J.12 rescind the out of district tuition contract for student #291214 (previously approved at the July 29, 2021 meeting) to attend Matheny Medical and Educational Center in Peapack, NJ.
- J.13 rescind the parent transportation contract for student #291214 (previously approved at the June 10, 2021 meeting) to and from Matheny Medical and Educational Center in Peapack, NJ.
- J. agenda items J.1 through J.13

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

Absent	Mr. Calulo	Yes	Ms. Lamiera	Yes	Mr. Reaves
Absent	Mr. Casey	Yes	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Excused	Ms. Nathans	Yes	Ms. Stevinson

**K. FINANCE**

Finance & Facilities Committee Report - Howard Wolkow

- Met 10/19/21 - audit figures- refresh \$800k to Capital Reserve and Fund Tuition Reserve; future projects - chillers, finish tiling of building , basketball court repaving, retention basin, and softball field improvement.

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

**2021-2022 Financial Reports**

- K.1 the Report of the Secretary for September 2021 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 September 2021 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 September 2021 be accepted and filed.

**2021-2022 Invoices-General Agency Account**

- K.2 the invoices presented for payment totaling \$1,942,209.51 from the General Agency Account from September 24,

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2021 through October 21, 2021.

Fund	Amount
(10) General Fund	\$2,023,045.26
(12) Capital Outlay	\$5,000.00
(20) Special Revenue	(\$85,841.75)
(30) Capital Projects	\$0
(40) Debt Services	\$0
<b>Total</b>	<b>\$1,942,209.51</b>

**2021-2022 Invoices-Student Activities Account**

K.3 the invoices presented for payment totaling \$176.04 from the Student Activities Account from September 19, 2021 through October 16, 2021.

**2021-2022 Invoices-Food Service Account**

K.4 the invoices presented for payment totaling \$17,236.94 from the Food Service Account from September 19, 2021 through October 16, 2021.

**2021-2022 Transfers**

K.5 transfers for the 2021-2022 school year totaling \$500.00 from September 19, 2021 through October 16, 2021 as per the monthly transfer report.

K. Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve agenda items K.1 through K.5

Motion to approve **Items K.** moved by Mr. Wolkow, seconded by Mr. Reaves

Absent	Mr. Calulo	Yes	Ms. Lamiera	Yes	Mr. Reaves
Absent	Mr. Casey	Yes	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Excused	Ms. Nathans	Yes	Ms. Stevinson

**L. PERSONNEL & PROGRAMS**

Programs & Personnel Committee Report– Jennifer Johansson

- Met 10/18/21 - need of a new Psychologist, hired new Science and part-time Gym teacher, before & after school additional help will be available soon

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

**Curriculum**

L.1 the following curriculum:

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Subject Area	Grades	Effective Date:
Art	K-8	Fall 2021
ELA	Gr. 4	Fall 2021
Math	Gr. K-3	Fall 2021
Technology	Gr. 3 Tech, 5 - 6 Applied Tech, 7-8 Design Tech	Fall 2021

**Student Services/Contract(s)**

- L.2 Homecare Therapies dba Horizon Healthcare Staffing to provide daily nurse services for student #291214 while attending PG Chambers School, Cedar Knolls, NJ at \$60.00 per hour starting on or about October 4, 2021 through on or about June 17, 2022.
- L.3 The Uncommon Thread to provide RBT in district for 5 days per week for the 21-22 school year at the total cost of \$55,250.00

**2021-2022 Stipends**

- L.4 the following stipends being offered for the 2021-2022 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 2021-2022 EXTRA-CURRICULAR ACTIVITIES				
Activity Title	Activity Type	Name of Staff Member	Number of Sessions	Individual Stipend Amount
<b>CLUBS &amp; ADVISORS</b>				
Graduation Night Supervision	Advisor	Evans		\$159.00
Concert Monitor	Advisor	Evans		\$401.00
Yearbook Advisor	Club	Burke		\$2,856.00

**Curriculum Revisions/Writing/Additional Hours**

- L.5 the following staff at \$42.00/hr. for the curriculum per the terms and conditions of the Bedminster Education Association contract in effect from July 1, 2019 through June 30, 2023:

Name	SUBJECT / GRADE LEVEL	Total hours
Jennifer Holzberger	French 5-8 revisions	Up to 32
Andrea Burke	Technology K-3 Media Arts 5-8	5 additional hours
Scott Lefurge	Music K-8 with dance, theater units	31 additional hours

**Walking Field Trip(s)**



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L.6 the following field trips:

Grade	Trip/Location	Date
Mr. Hogan's 2nd Grade	Nature walk, science research, field experience, cross-curricular activities at Miller Lane; Bedminster, NJ	Any school day

**Newly Hired Teachers/Substitute(s)**

L.7 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
Rosaura Torres	Part-time Paraprofessional	\$12,979.89 (.5 FTE) Step 8 prorated	October 13, 2021
Daniel Spautz	Part-time Teacher	\$37,977 BA Step 7 prorated	November 8, 2021
Jeanne Cooper	Teacher	\$97,325.00 pro-rated (PhD. Step 20)	November 23, 2021

**Workshops**

L.8 the following staff for the workshop listed:

Name	Date	Title	Cost
Anelisa Ramirez	10/25/21	Advanced Cardiac Life Support Training; Elizabeth, NJ	\$0 Registration; \$15.99 Mileage
Nicole Mancini	11/2/21	Assessing Readers and Writers: What's the Point? - virtual conference	\$125.00 Registration
Anelisa Ramirez	11/22/21	Neonatal Resuscitation Program; Elizabeth, NJ	\$0 Registration; \$15.99 Mileage

**Resignation(s):**

L.9 the resignation of Kali Cannizzaro, School Psychologist, effective December 31, 2021.

**Staff Testing**

L.10 Medical Diagnostic Laboratories, LLC (MDL) to provide weekly Covid 19 testing for staff as per State mandate. ARP - ESSER III funds will be used to pay for the tests.

L.11 go into Executive Session at 6:30 pm at the next regularly scheduled meeting of the Board on November 18, 2021.

L. Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve agenda item L.1 through L.11

Motion to approve **Items L.** moved by Ms. Johansson, seconded by Ms. Lamiera

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Absent	Mr. Calulo	Yes	Ms. Lamiera	Yes	Mr. Reaves
Absent	Mr. Casey	Yes	Ms. Marto	Yes	Mr. Wolkow
Yes	Ms. Johansson	Excused	Ms. Nathans	Yes	Ms. Stevinson

**M. 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.*

- Carol Garcia - 377 Finch Lane - bus transportation- communication has been poor when buses will be late; why are the parents not getting any communication as to the lateness of the high school (#3) and BTS (#4) bus
- Mr. Copeland - speaking for himself, roll out of new schedule has been very stressful, he will be seeing his students for about half of the time especially 4th grade, wants time back especially for the specials
- Rob Marciano - 3 Calgary Lane - questioned if there were 3 Board seats open, only 1 current board member is running. There are 2 seats that can be write-ins with a 3 year term for each seat.

**N. Adjournment**

Motion to adjourn the Public Session at 8:22 p.m. moved by Mr. Wolkow, seconded by Mr. Reaves  
Carried as follows: Yes: (6); No: (0); Abstain: (0)

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

**November 18, 2021  
EXECUTIVE SESSION 6:30 PM  
OPEN PUBLIC MEETING 7:30 PM**

Respectfully submitted,

Eulalia Gillis  
Board Secretary