

**BEDMINSTER BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 12, 2024
7:01 p.m.**

A. Call to Order

Ms. Gomez 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

Ms. Gomez led the Pledge of Allegiance.

D. Roll Call

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

E. Executive Session – 6:30 p.m.

BE IT RESOLVED that the Bedminster Township Board of Education shall meet in closed session to discuss item(s) g and 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 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 @ 7:01 p.m.

F. Superintendent's Report

- Welcome back and thank you for joining us this evening
- Enrollment - 415
- Great first day with students on 9/5 & days back with BEA 9/3 & 9/4, New Staff Orientation 8/28
- District Goals have been shared with the staff
- BEA - food donation drive - Somerset County food bank - they will be working with our Sustainability/Green Team on continued drives this year
- Most subject areas had curriculum revisions this summer, staff implementing revised curriculum
- P&P meeting: implementing new curriculum & most documents should be uploaded by October

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- PTO breakfast & new family/Kindergarten Orientation with ice cream bar, thank you
- (ESEA) as amended by (ESSA) grants written for Titles I, II, III & IV, include funding: improving basic programs, before/after school programming; staff PD: Sound Start PD, inclusivity training with NJ Coalition of Inclusive Education, NJPSA anti-bullying training, CPR & QBSs Safety Care prevention; Genesis SIS training, NEWSELA prof learning training, AASA administrative training, MLL English proficiency and achievement
- Held annual Title I parent meeting 9/6, thank you Barbara Alferi, Luzy Ragoza, John Nyegeres, targeted students identified for intervention in grades 3-4, almost every parent opted their child in
- New Supervisor of Student Services: Ms. Kelly Peck, new leave of absence replacement teacher for Middle School ELA: Ms. Ostrowski, volunteers, student observers, & substitute teachers/office help reapproved & newly approved on agenda, substitute rate increase, covered L items 3-9, & 18
- Looking forward to working with PD, DPW & the Township. Thank you to DPW for their efforts along with our Building & Ground crew for the campus looking spectacular for the open, & of course thank you to the local police today
- Field Hockey & Soccer are up and running, check the school calendar for early dismissal days - Back to School Night on 9/25 & 9/26
- Fall Fest: please sign up; J.1/J.2 school calendar this year & next year have one change on snow days
- Will work with SHSD and the math dept on criteria & resources
- NJSLA score reports just arrived and will be sent home next week NJSLA ELA/Math
- We are off to a positive start, and I hope everyone has a great school year

Business Administrator’s Report

- None

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:

- July 24, 2024 Executive Session Minutes
- July 24, 2024 Regular Meeting Minutes

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

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

I. Task Groups

- Negotiations Committee - Jeff Reaves
 - Jeff Reaves was absent. Jennifer Giordano commented that the Collective Bargaining Agreement is in the hands of the BEA

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- Somerset Hills School District - Sarah Nathans
 - 8/21/24 meeting
 - Green Team project - goal is to collect 1000 pounds of plastic film
 - Former BTS student, Fin Spitaleri has been selected for the United Soccer Coaches High School Scholar All-America Team
 - Transportation - SHSD now has 21 buses and 17 drivers
 - Track resurfaces has had some delays due to weather
 - Review of district goals
 - Working on a drone policy
 - AI Committee
 - Transition to Genesis
- Technology Representative - Gabriel Wickizer
 - Digital Star School certified cell phone booster is on track
- Security/Safety Ad Hoc Representative - Suzie Stevinson
 - None
- Child Care - Sarah Nathans
 - Meeting on 9/17/24

Delegate/Representative Appointments

- New Jersey School Boards Association - Gaby Gomez
 - Gaby Gomez will be attending the 2024 NJSBA Workshop
- PTO - Gabriel Wickizer and Gaby Gomez
 - PTO hosted staff welcome-back breakfast and kindergarten ice cream social
 - Pilot program at Farmers Market

J. BUSINESS

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

School Calendars

- J.1 the revised 2024-2025 Bedminster Township School District Calendar.
- J.2 the revised 2025-2026 Bedminster Township School District Calendar.

School District Professional Development Plan (LPDP) and District Mentoring Plan
Statements of Assurance 2024-2025

- J.3 approves the annually submitted statements of assurance (SOA) document to the New Jersey Department of Education (NJDOE) that states Bedminster Township school district is meeting the requirements for the school district Professional Development Plans (PDP) and the district mentoring plan, as outlined in the regulations (N.J.A.C. 6A:9C4.2(b)(6); N.J.A.C. 6A:9C-5.3).

Paraprofessional Statement of Assurance 2024-2025

- J.4 the Statement of Assurance (SOA) regarding the use of the Paraprofessional Staff for the 2024-2025 school year.

Health and Safety Evaluation of School Buildings Checklist

- J.5 submission of the annual Health and Safety Evaluation of School Buildings Checklist to the NJ Department of Education (NJDOE) for the 2024-2025 school year.

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Policies

J.6 the first reading of the following policy:

Number	Description	Action
P 0141.1	Board Member Number and Term – Sending District	R
P 0164.6	Remote Public Board Meetings During a Declared Emergency (M)	A
P 2200	Curriculum Content (M)	R
P 3160	Physical Examination (M)	R
P 4160	Physical Examination (M)	R
P 5337	Service Animals	R
P 5350	Student Suicide Prevention (M)	R
P 7231	Gifts from Vendors (M)	A
P 8420	Emergency and Crisis Situations (M)	R
P 8467	Firearms and Weapons (M)	R
P 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants	R

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

Regulations

J.7 the first reading of the following regulation:

Number	Description	Action
R 3160	Physical Examination (M)	R
R 4160	Physical Examination (M)	R
R 5200	Attendance (M)	R
R 8467	Firearms and Weapons (M)	R

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

Morris-Union Jointure Commission

J.8 Morris-Union Jointure Commission 2024-2025 Non-Member Subscription enrollment for \$695.00.

Fall Fest Exhibitor 2024

J.9 Bedminster BoE as an exhibitor at Bedminster Township Fall Fest on October 12, 2024 for \$100.00.

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Sustainable Jersey for Schools and BTS Teacher Virtual Presentation

J.10 Rosalie Morillo of Sustainable NJ and Nicole Mancini, BTS Teacher, to provide an online session titled The Future Classroom: Empowering Education Through Digital Innovation on November 7, 2024, to interested attendees during the NJEA Convention, at no cost to the board. Congratulations, Miss Mancini.

Sustainable Jersey for Schools

J.11 As of August 2024, Bedminster Township School District has been recertified with Silver Certification through Sustainable Jersey for Schools with 365 points. As an additional certification, the district was recognized as a Digital School Star for utilizing digital technologies throughout the district. Bedminster has the distinction of approval for the new Digital Innovative Classroom Action and was approved for a second Digital Innovative Classroom.

In 2021, Bedminster was originally certified as Bronze level, is now one of 68 school districts in New Jersey to obtain Silver Level, and one of 48 school districts to achieve Digital School Star status. Thank you to the Green Team and Wellness Council, all our participating staff and students, our community partners, and other stakeholders for your contributions toward these achievements.

Technology

J.12 the following annual renewals for the 2024-2025 school year:

Vendor	Total	Comment
Microsoft	\$5,650.00	Computer software
SvSAN Support	\$6,206.20	PBG Networks

NJDOE Non-Public Program Purchase(s)

J.13 the following non-public purchase(s) for the 2024-2025 school year:

School	Items	Program	Allocation
Giving Nest	2 security cameras and installation	Technology	\$2,896.50

ESEA and ARP ESSER Grants

J.14 submission of project completion for ESEA and ARP ESSER grants.

ROD Grants

J.15 withdrawal from Capital Reserve to fund the BoE portion of approved ROD grants.

Grant Number/Project	Withdrawal Total
G5-6955 Chillers	\$1,050,396.00
G5-6956 RTU HVAC System Upgrades	\$2,295,576.00

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Bernards High School Tuition Contracts

- J.16 Regular education tuition contracts totaling \$4,724,300.00 for 238 students to attend Bernards High School, Bernardsville, NJ for the 2024-2025 school year.
- J.17 Special education tuition contract totaling \$150,000.00 for resource room classes for the resident pupil(s) for the 2024-2025 school year.
- J.18 Multiple Disabled (MD) Program tuition contract totaling \$39,000.00 for student #319144 for the 2024-2025 school year.

Student Services

J.19 approves the following out of district placement for the 2024-2025 school year:

Student #2028152	Essex Valley School	\$84,075.00
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Facilities Usage Request(s)

J.20 the following facility request(s):

Organization	Event	Usage date(s) and time(s)
PTO	2024-2025 Monthly Meetings	09/18/2024, 10/9/2024, 11/20/2024, 01/15/2025, 02/12/2025, 03/12/2025, 04/9/2025, 05/13/2025, 06/11/2025; pm
	Homeroom Parent Meeting	09/18/2024
	Welcome Back Teacher's Breakfast	09/2024
	Kindergarten Orientation and Ice Cream Social	9/2024
	Student Assembly by Mykee Fowlin	09/2024
	Assembly - Human Board Game	10/2024
	Scholastic Book Fair	Week of 10/7/2024; days and 10/8/2024; pm
	Spooktacular	10/2024
Bedminster Recreation	Basketball Tryouts	10/15/2024 - 10/17/2024; pm
	Basketball Practice/Games	10/28/2024-3/14/2025 Monday-Friday; pm
	Basketball Clinics/Games	11/2/2024-3/15/2025 on Saturdays; days

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	Afterschool Hip Hop Program	10/2/2024-11/20/2024 on Wednesdays; days
	Afterschool Cooking Program	10/1/2024-10/29/2024 on Tuesdays; days
	Afterschool LEGO Engineering Club	10/7/2024-11/25/2024 on Mondays; days

Technology

J.21 the following 3-year renewal:

Vendor	Total	Comment
SonicWall	\$22,416.70	Firewall

J. agenda item J.1 through J.21

Motion to approve **Items J.** moved by Ms. Nathans, seconded by Ms. Anderson

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

- Ms. Stevenison questioned J.20 - thought it was going to be less generic

K. FINANCE

Finance & Facilities Committee Report - Gabriel Wickizer

- Made progress on summer projects, some items are still in the process of completion
- Quotes for ROD Grants
- Fire panel replacement

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 July 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 July 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 July 2024 be accepted and filed.

2024-2025 Transfers

K.2 transfers for the 2024-2025 school year totaling \$707.00 from July 1, 2024 through July 31, 2024 as per the monthly transfer report.

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K.3 transfers for the 2024-2025 school year totaling \$122,487.36 from August 1, 2024 through September 6, 2024 as per the monthly transfer report.

2024-2025 Invoices-General Agency Account

K.4 the invoices presented for payment totaling \$4,191,000.08 from the General Agency Account from July 19, 2024 through August 29, 2024.

Fund	Amount
(10) General Fund	\$733,225.06
(12) Capital Outlay	\$3,359,715.51
(20) Special Revenue	\$98,059.51
(30) Capital Projects	\$0.00
(40) Debt Services	\$0.00
Total	\$4,191,000.08

K.5 the invoices presented for payment totaling \$303,796.03 from the General Agency Account from August 30, 2024 through September 12, 2024.

Fund	Amount
(10) General Fund	\$279,198.41
(12) Capital Outlay	\$1,327.12
(20) Special Revenue	\$23,270.50
(30) Capital Projects	\$0.00
(40) Debt Services	\$0.00
Total	\$303,796.03

2024-2025 Invoices-Student Activities Account

K.6 the invoices presented for payment totaling \$0.00 from the Student Activities Account from July 17, 2024 through July 31, 2024.

K.7 the invoices presented for payment totaling \$0.00 from the Student Activities Account from August 1, 2024 through September 12, 2024.

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2024-2025 Invoices-Food Service Account

- K.8 the invoices presented for payment totaling \$0.00 from the Food Service Account from July 17, 2024 through July 31, 2024.
- K.9 the invoices presented for payment totaling \$1,500.00 from the Food Service Account from August 1, 2024 through September 12, 2024.
- K. agenda items K.1 through K.9

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

Yes	Ms. Anderson	Absent	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

- Full day Preschool, in need/hiring of a new Special Education Teacher for Elementary, use of IReady, Math Curriculum updates are ongoing

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

2024-2025 Administration Stipends

- L.1 Lauren Zugale to receive \$1,500.00 monthly from July 1, 2024 through on or about September 30, 2024 to fulfill the role of the administrator of the Student Services Department before the new hire begins.
- L.2 Lauren Zugale to receive \$2,500.00 annually from on or about October 1, 2024 through on or about October 1, 2025, to mentor the Supervisor of Student Services.

Supervisor of Student Services

- L.3 the following newly hired staff per the provisions of the contract of employment in effect through June 30, 2025, pursuant to a successful clearance of P.L. 2018, c.5 and proof of fingerprinting:

Name	Position	Salary	Anticipated start date
Kelly Peck	Supervisor of Student Services	\$90,000.00 (prorated)	On or about October 1, 2024

Leave Replacement Hire(s)

- L.4 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
Natalie Ostrowski	Leave Replacement Teacher	\$63,995.00 (BA, Step 3)	September 1, 2024 through June 30, 2025

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Substitute Teacher Hires(s)

L.5 the following pursuant to successful clearance of P.L. 2018, c.5 and proof of fingerprinting:

Name	Salary	Anticipated start date
Kim DeZutter, Cynthia Smith, Denese Ferrera, Ruth Kalamarides, Maria Fernando, Michael Nazarro	per the substitute salary guide	2024-2025 school year

Office Support

L.6 the following pursuant to successful clearance of P.L. 2018, c.5 and proof of fingerprinting:

Name	Salary	Anticipated start date
Kim DeZutter, Cynthia Smith, Maria Fernando	per the substitute salary guide	2024-2025 school year

Substitute Teaching Rates 2024-2025

L.7 the following substitute rates:

	60 credits ND (No Degree - no teaching degree)	NJ Teaching Degree
Days 1-10	\$110 per diem	\$115 per diem
Days 11+	\$125 per diem	\$135 per diem
After 3 years in District, Day 1	\$140 per diem	\$150 per diem

Volunteer(s)

L.8 Marie Newell as field hockey volunteer for the 2024-2025 season, pursuant to a successful clearance of P.L.2018, c.5 and proof of fingerprinting.

L.9 Cynthia Smith as a volunteer for the 2024-2025 school year, pursuant to a successful clearance of P.L. 2018, c.5 and proof of fingerprinting.

Payment of Unused Sick Days

L.10 the following to receive payment for unused sick days upon their retirement per the terms and conditions of the applicable employment contract:

Name	Amount	Effective Date
Anne James	\$3,622.50	retired as of June 30, 2024

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Payment of Unused Vacation Days

L.11 the following to receive payment for unused vacation days per the terms and conditions of the applicable 2023-2024 employment contract:

Name	Amount	Effective Date
Elizabeth Omegna	\$6,720.35	as of June 30, 2024

Employee Schedule Agreement

L.12 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 for 4 days as per negotiations for the 2024-2025 school year.

Kindergarten Orientation 2024-2025

L.13 the following staff for Kindergarten Orientation for one hour at \$65.00 per hour:

Davies	Isello	Kolodziejski	Wysocki
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PM Remediation Sessions

L.14 the following staff for 30 minute PM Remediation Sessions (Grades 3 or 4) at \$65.00 per hour (prorated):

Legiadre	Occhi	Martoccia
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2024-2025 BEA Stipends

L.15 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
Ski Club Advisor	Notte, Thomas	A
Ski Club Monitor	O’Connell, Alfone	A
Environmental Club Grades 4-8	Ragoza	A
LEGO Club Grades 1 & 2	Martoccia	A
Odyssey of the Mind	Ragoza	B1
Softball Head Coach	Puglia	B1
Softball Assistant Coach	Alfone	B2
Field Hockey Assistant Coach	Skiba	B2
Yearbook Advisor	Cere	C
Concert Monitor (on-site)	Nyerges	C3
Events (class/grade/field trips off-site)	Puglia	C4

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Workshop(s)/Site Visit(s)

L.16 the following staff for the workshop(s)/site visit(s) listed:

Name	Date	Title	Cost
Jennifer Giordano	09/11/2024	Science Administrators' Workshop; Branchburg, NJ	\$0.00 Registration; \$12.20 Mileage
Lauren Zugale	10/2/2024	Strauss Esmay Harassment, Intimidation, or Bullying (HIB) Training Program; Toms River, NJ	\$145.00 Registration; \$65.40 Mileage; \$5.64 Tolls
Liz Meechan	10/9/2024	Strauss Esmay NJ Family Leave and Federal Family and Medical Leave Program - Fall 2024; Toms River, NJ	\$145.00 Registration; \$65.40 Mileage; \$5.64 Tolls
Kyle Johnson	10/15/2024 - 10/16/2024	NJ Science Convention; Princeton, NJ	\$325.00 Registration; \$56.58 Mileage
Patrick McNamara	10/15/2024 - 10/16/2024	NJ Science Convention; Princeton, NJ	\$325.00 Registration; \$56.58 Mileage
Jennifer Giordano	10/21/2024 - 10/24/2024	NJSBA Workshop; Atlantic City, NJ	\$550.00 Registration; \$167.78 Mileage; \$13.80 Tolls; \$321.00 Lodging + tax; \$20.00 Parking (estimated); \$206.50 Meals/Incidentals
Edward Billings	11/1/2024	School IPM Coordinators Integrated Pest Management (IPM); Bridgewater, NJ	\$0.00 Registration; \$0.00 Mileage
Jennifer Giordano	03/04/2025 - 03/08/2025	AASA Future Driven Leadership; New Orleans, LA (Title II funds-registration/workshops and lodging up to \$1,200)	\$920.00 Registration/ workshops; \$716.00 Lodging + taxes; \$625.00 Airfare; \$60.00 Mileage or airport transport; \$360.00 Meals/Incidentals

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L.17 the following Board Members for the workshop listed:

Name	Date	Title	Cost
Gabriela Gomez	10/21/2024 - 10/23/2024	NJSBA Workshop; Atlantic City, NJ	\$550.00 Registration; \$167.78 Mileage; \$13.80 Tolls; \$214.00 Lodging + tax; \$20.00 Parking (estimated); \$147.50 Meals/Incidentals

Centenary University Student Observations - Fall 2024

L.18 the following students from Centenary University to complete 5 observations of math classes:

Gillian Berko	Emily Boniface	Karalyn Cornell	Alixandra Ditchey
Nicole Gyeski	Jennifer Monteiro	Brianna Moreno	Sarah Moschella
Samantha Parlato	Nascha Smith	Emily Weed	Noah Ludwigsen

L.19 the Bedminster Township Board of Education to go into Executive Session at 6:30 pm at the next regularly scheduled meeting on October 17, 2024.

L. agenda item L.1 through L.19

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

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

M. Public Questions/Comments

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- Colin Hickey, 3 Desiree Court, Bedminster, NJ 07921, township update - JCP&L is going to the township meeting on 9/16 to explain abysmal performance, antiquated substations and transformers. Trunk or Treat on 10/26 10:30am-12:30pm. Police are getting automatic License Plate readers.

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N. Adjournment

Motion to adjourn the Public Session at 7:34 p.m. moved by Mr. Wickizer, seconded by Ms. Segal

Carried as follows: Yes: (6); No: (0); Abstain: (0); Absent (1)

NEXT MEETING(S) SCHEDULED FOR:

**October 17, 2024
EXECUTIVE SESSION 6:30 PM
OPEN PUBLIC MEETING 7:00 PM**

Respectfully submitted,



Eulalia Gillis
Board Secretary