

**BEDMINSTER BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
October 17, 2024  
7:03 p.m.**

**A. Call to Order**

Mr. Reaves called the meeting to order at 7:03 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	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) a, b, f, 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 (HIB 2024-4 and predetermined HIB 10/9/2024)
- 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 @ 7:03 p.m.**

**F. Ms. Zugale, District Testing Coordinator - Annual NJSLA presentation of Spring 2024 results**

- Bedminster Township School: 227
- Bernards High School: 412

**Superintendent's Report**

- Enrollment, Back to School Night
- Thank you - Karna Johnsen for creating the NJSLA testing presentation for this evening
- District Goals - writing incorporated in Art & Music
- District Goals - Spring standardized test data has been shared with teachers

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- District Goals - individual NJSLA score reports were sent home
- District goals - PM remediation Title I funds
- District Goals - Inclusivity training Title II funds, QBS crisis prevention training (L item)
- District Goals - annual Week of Respect Oct 7-11, thank you Mrs. Infante
- NJQSAC Quality Single Accountability Continuum - Patty Segal - BoE Rep, 1st meeting was with: Mrs. Cere, Mrs. Thomas & Mrs. Gurzakovic teacher representatives
- EoY nominations due 11/22
- New hires: Ms. Peck started
- Thank you - Police, Grace Chapel, & Township for supporting us
- VoTech visits - scheduled in November during Grade 8 during Instruction Center period, thank you Ms. Deckhut
- Teachers/Paraprofessionals in-service PD time - lesson planning, PDPs, curriculum updates, programs & resources
- Thank you PTO - Scholastic book fair, Trunk or Treat 10/26
- Sports/clubs have begun
- Fall Fest: thank you to the office staff & BoE for committing to make it a fun day out
- Thank you SHSD - AI committee, thank you Dr. Puglia for attending
- NJSLA Science Assessment - teachers are doing great work in the classroom, test is not reflective of their lessons, and proficiency across the state is low, we will continue to support our teachers and they are attending meaningful PD sessions

**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:

- September 12, 2024 Executive Session Minutes
- September 12, 2024 Regular Meeting Minutes

Motion to approve **Items H.** moved by Ms. Segal, seconded by Ms. Nathans

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

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**I. Task Groups**

- Negotiations Committee - Jeff Reaves
  - One outstanding issue with contract
- Somerset Hills School District - Sarah Nathans
  - 10/16/2024 - State group - girl's tennis, football team - divisional champions, Neil Simon - play music, Crimson 1st edition out next week, Marching Band competition, National Merit Scholarship - winners announced, website review, lower fields plans, possible referendum - STEM, HVAC, security upgrades, everyday hero - Ari Rosen
- Technology Representative - Gabriel Wickizer
  - None
- Security/Safety Ad Hoc Representative - Patty Segal
  - None
- Child Care - Sarah Nathans
  - 9/17/2024 - YMCA 30-35 kids enrolled, 3-4 staff, Orientation at YMCA

**Delegate/Representative Appointments**

- New Jersey School Boards Association - Gaby Gomez
  - Next weeks is the NJASBO annual conference
- PTO - Gabriel Wickizer and Gaby Gomez
  - Good turnout at the PTO meeting. Next PTO meeting is 12/4/2024 - Shake Shack, board games, Fall Fest PTO tent had lots of games

**J. BUSINESS**

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

**Job Description(s)**

- J.1 revised Assistant to the School Principals and Supervisor of Student Services job description.
- J.2 revised Athletic Coordinator job description.

**Budget Calendar**

- J.3 the 2025-2026 budget development calendar.

**NJQSAC District Performance Review (DPR)**

- J.4 the submission of the District Performance Review (DPR) and committee paperwork.

**2024-2025 Nursing Services Plan**

- J.5 the annual Nursing Services Plan for the 2024-2025 school year.

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**Submission of Reports to NJ Department of Education**

J.6 the following:

ESSER III- American Rescue Plan Final Expenditure Report	2023-2024 Elementary and Secondary Education Act (ESEA) Title I, Title II, and Title IV Final Expenditure Reports
2023-2024 Non-Public Project Completion Report	2023-2024 Non-Public Auxiliary and Handicapped Service Completion Report
2023-2026 Bilingual ESL/MLL three-year program plan	2024-2025 M-1 and Comprehensive Maintenance Plan
2024-2025 District Report of Transported Resident Students (DRTRS)	2024-2025 Application for State School Aid (ASSA)

**Special Law Enforcement Officer (SLEO)**

J.7 a special law enforcement officer (SLEO) of Bedminster Township Police to be assigned to work with the Bedminster Township Board of Education for the 2025-2026 school year.

WHEREAS, the Bedminster Township Board of Education believes that it is in the best interest of the district to work with the Bedminster Police Department on the hiring process that will lead to the assignment of a special law enforcement officer (SLEO) in the district's school.

**Math Educational Programs 2024-2025**

J.8 the renewal of a 1-year license with Explore Learning-Reflex Math for Grades 2-4 fluency performance and a new license for Frax for Grades 3-4 to create targeted individualized experiences for students.

**Technology Renewal(s)**

J.9 the following annual renewal(s) for the 2024-2025 School Year:

Vendor	Total	Comment
RFP Solutions Inc.	\$939.60	emergency strobe notification system
RFP Solutions Inc.	\$3,111.48	Alcatel-Lucent OMNI PCX office telecommunication system

**NJDOE Non-Public Program Purchase(s)**

J.10 the following non-public purchase(s) for the 2024-2025 school year:

School	Items	Program	Allocation
Giving Nest	EPSON Powerlite Projector	Technology	\$698.25

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**Policies**

J.11 the second reading of the following policy:

Number	Description	Action
P 0141.1	Board Member Number and Term – Sending District	R
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 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.12 the second 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

**Somerset County Vocational and Technical School Tuition Contracts**

J.13 tuition contracts totaling \$32,580.00 for the following students for the 2024-2025 school year:

Student #	Time	Tuition Fee	Total
6106976696	Full	\$1,500.00	\$1,500.00
6094326192, 5967110417, 8077339787, 2886519466	Share	\$750.00 each	\$3,000.00
5428535953	Alternative School	\$28,080.00	\$28,080.00

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**Transportation Contract Addendum**

J.14 revision to the 2024-2025 transportation contract with Barker Bus not to exceed \$725,701.28 for the school year.

**Bus Evacuation Drill(s)**

J.15 the completion of a successful bus evacuation drill facilitated by Principal Swan on October 2, 2023, at 8:40 am in the cul-de-sac area for the following bus routes:

Bed 2-10	Bed 12-13
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J.16 the completion of a successful bus evacuation drill facilitated by Principal Swan on October 7, 2024, at 8:45 am in the cul-de-sac area for the following bus routes:

Bed 2-10	Bed 12-13
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**2024-2025 Pay Schedule for Athletic Officials**

J.17 the following:

Sport	Assignor	Assigning Fee	Rate Game Rate
Soccer	NJSIAA - Raritan Valley Chapter; Vlad Sali; Manville, NJ	\$105	\$70
Field Hockey	Independent	N/A	\$75
Basketball	NJSIAA - Basketball	\$150	\$75
Baseball/Softball	Independent	N/A	\$80
Lacrosse	NJILOA	\$70	\$70

\*If officiating the game solo, the rate per game is doubled.

**Piano Accompanist Bedminster Township School Choir**

J.18 Christopher Fortin for December 2024 rehearsals and performances for a total of \$300.00.

**Piano Accompanist Bedminster Township School Orchestra**

J.19 Mrs. Louise Del Vecchio for Fall 2024 and Spring 2025 rehearsals, assemblies and concerts in the amount of \$250.00 each for a total of \$500.00.

**2024-2025 Personnel Job Ads for Hire - Indeed**

J.20 Indeed prepaid sponsored jobs on www.indeed.com with a campaign start date of September 30, 2024, for a total of \$1,500.00.

**Parent Supply Fee(s)**

J.21 \$25.00 supply fee for Robotics Club 3-5 and \$25.00 for Robotics Club 6-8.

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**Disposal of Textbooks**

J.22 any middle school Social Studies textbook series no longer being utilized.

**Athletic Attire**

J.23 distribution of old inventory athletic jerseys/attire to current athletes for practice use.

**Facilities Usage Request(s)**

J.24 the following facility request(s):

Organization	Event	Usage date(s) and time(s)
Bedminster Recreation	Holiday Makers Workshop	12/2024; afternoon

J. agenda items J.1 through J.24

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

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

- Ms. Nathans asked if we found a SLEO sooner than the 2025-2026 school year, could we get it earlier?  
Yes, as per the Chief of Police.

**K. FINANCE**

Finance & Facilities Committee Report - Gabriel Wickizer

- Facilities & Finance meeting on 10/15/2024

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 August 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 August 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 August 2024 be accepted and filed.

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K.2 the Report of the Secretary for September 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 September 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 September 2024 be accepted and filed.

**2024-2025 Transfers**

K.3 transfers for the 2024-2025 school year totaling \$45,149.16 from September 1, 2024 through September 30, 2024 as per the monthly transfer report.

**2024-2025 Invoices-General Agency Account**

K.4 the invoices presented for payment totaling \$3,264,172.54 from the General Agency Account from September 13, 2024 through October 17, 2024:

Fund	Amount
(10) General Fund	\$2,835,615.87
(12) Capital Outlay	\$15,156.06
(20) Special Revenue	\$136,436.54
(30) Capital Projects	\$223,361.00
(40) Debt Services	\$0
<b>Total</b>	<b>\$3,264,172.54</b>

**2024-2025 Invoices-Student Activities Account**

K.5 invoices presented for payment totaling \$1,967.85 from the Student Activities Account from September 13, 2024 through October 17, 2024.

**2024-2025 Invoices-Food Service Account**

K.6 invoices presented for payment totaling \$32,722.49 from the Food Service Account from September 13, 2024 through October 17, 2024.



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K. agenda items K.1 through K.6

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

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

- Met on 10/16 - Curriculum stipend, workbooks, Social Studies textbooks, in need of a Preschool Disabled Teacher

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

**2024-2025 School Improvement Panel (SCIP)**

L.1 the following staff for the School Improvement Panel (SCIP):

Mancini	McFarland	Mitchell	Swan	Zugale
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**Curriculum Revisions**

L.2 the following staff, 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
Stanek - Grade 4 only (no split and no Grade 3)	ELA - Grades 3 - 4 [up to 80 hours split]	Up to 40 hours
Barbara Alfieri, Jolanta Kolodziejski, Jackie McFarland, Carolyn Spero, Natalie Stanek	ELA Resources Research Team: Grades K - 2 / 3 - 4 Teams [split]	Additional total 17.5 hours (after the original May 2024 approval) to be split
Andrea Legiadre, Klaudia Zdybel	Preschool [split]	Additional total 10 hours (after the original May 2024 approval) to be split

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**2024-2025 Walking Field Trips**

L.3 the following off-campus walking field trips throughout the 2024-2025 school year:

Grade	Trip/Location
Elementary School: staff and students	Miller Lane
Middle School: staff and students in sports, clubs, and activities	Miller Lane

**Substitute Teacher Hires(s)**

L.4 the following, per the substitute salary guide for the 2024-2025 school year pursuant to successful clearance of P.L. 2018, c.5 and proof of fingerprinting:

Charles Apt	Samantha Grundstrom	Dionne Petach
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**Movement on the Guide**

L.5 movement on the guide for Jolanta Kolodziejski from BA Step 21, \$89,245.00 with longevity of \$2,025.00 to MA Step 21, \$97,275.00 with longevity \$2,025.00 effective September 1, 2024, as per the provisions of the Bedminster Education Association contract in effect from July 1, 2023 through June 30, 2027.

**Mileage SCASA Meetings**

L.6 mileage for Jennifer Giordano to attend monthly SCASA meetings at Somerset Vocational & Technical High School, 14 Vogt Drive Bridgewater, NJ for the 2024-2025 school year.

**Rescind PM Remediation Sessions**

L.7 rescind 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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**PM Remediation Sessions**

L.8 the following staff for PM Remediation Sessions (Grades 3 or 4) at \$65.00 per hour:

Brantner	Legiadre	Martoccia	Occhi	Prinz
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**2024-2025 Student Support for Extracurricular Activity**

L.9 compensation at the non-direct education-related activities rate in the 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, at \$40.00 per hour, prorated for 30 minutes as per the Bedminster Township Board of Education and the Bedminster BEA Association Tentative Agreements for the following staff member to assist student #339507 outside of normal business hours:

Name	Schedule	Per hour
Klaudia Zdybel	not to exceed 10 hours	\$40.00 per hour (prorated)

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**2024-2025 Professional Development/Teacher Training**

L.10 the following professional development for staff:

Name of Event	Grade(s)	Date(s)	Cost
New Jersey Coalition for Inclusive Education NJCIE Professional Services	K - 8	11/2024, 12/2024, 02/2025 (2 trainings), and 03/2025	not to exceed \$3,500.00 (Title II)

**Rescind Workshop(s)/Site Visit(s)**

L.11 rescind the following staff for the workshop(s)/site visit(s) listed:

Name	Date	Title	Cost
Kyle Johnson	10/15/2024 - 10/16/2024	NJ Science Convention; Princeton, NJ	\$325.00 Registration; \$56.58 Mileage

**Workshop(s)/Site Visit(s)**

L.12 the following staff for the workshop(s)/site visit(s) listed:

Name	Date	Title	Cost (parking receipts required)
Kyle Johnson	10/15/2024 - 10/16/2024	NJ Science Convention; Princeton, NJ	\$355.00 Registration; \$31.78 Mileage
Nicole Mancini	10/17/2024	IXL Live; Morristown, NJ	\$95.00 Registration; \$16.45 Mileage; up to \$12.00 Parking
Debbie Nazzaro	10/29/2024	New Jersey Department of Health Annual Suicide Prevention Conference; (virtual)	\$0.00 Registration; \$0.00 Mileage
Klaudia Zdybel	10/29/2024 - 10/31/2024	QBS Safety Care (Safety Care Initial training); Trenton, NJ (Title II funds-registration)	\$2,025.00 Registration; \$39.86 Mileage
Kyle Johnson	10/30/2024, 12/11/2024, 02/05/2025, 02/26/2025, 03/19/2025	Science Education Institute NGSS Workshop Series; Branchburg, NJ	\$750.00 Registration (\$150.00 per workshop); \$27.75 Mileage (\$5.55 per workshop)
Edward Billings	11/22/2024	PEOSH/NJADP 2024-2025 Indoor Air Quality Training; Bridgewater, NJ	\$0.00 Registration; \$0.00 Mileage
Ashley Isello	11/21/2024 - 11/22/2024	NCTE 2024 Annual Convention; Boston, MA	\$450.00 Registration; \$0.00 Mileage

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Jennifer Giordano	11/18/2024	2024 Somerset County Educators and Law Enforcement School Safety Seminar; Branchburg, NJ	\$0.00 Registration; \$8.27 Mileage
Corby Swan	11/18/2024	2024 Somerset County Educators and Law Enforcement School Safety Seminar; Branchburg, NJ	\$0.00 Registration; \$8.27 Mileage
Jennifer Giordano	12/4/2024	RVCC Science Education Institute - NGSS Workshops 2024-2025: Teaching About Climate Change in Grades K-12: Part 1; Branchburg, NJ	\$150.00 Registration; \$8.27 Mileage
Lauren Zugale	12/4/2024	RVCC Science Education Institute - NGSS Workshops 2024-2025: Teaching About Climate Change in Grades K-12: Part 1; Branchburg, NJ	\$150.00 Registration; \$8.27 Mileage
James Puglia	12/13/2024	7th Annual Rutgers University Computer Science Summit; Piscataway, NJ	\$0.00 Registration; \$17.58 Mileage
Jennifer Giordano	01/22/2025	RVCC Science Education Institute - NGSS Workshops 2024-2025: Teaching About Climate Change in Grades K-12: Part 2; Branchburg, NJ	\$150.00 Registration; \$8.27 Mileage
Lauren Zugale	02/6/2025	NJPSA Legal One Hot Issues in AI, Schools and the Law; (virtual)	\$125.00 Registration; \$0.00 Mileage

L.13 the Bedminster Township Board of Education to go into Executive Session at 6:30 pm at the next regularly scheduled meeting on November 21, 2024.

L. agenda items L.1 through L.13

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

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

- Mr. Wickizer stated it's good to see lots of staff development on the agenda

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**M. Public Questions/Comments**

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- Cheryl Mitchell, Teacher and NJEA representative, gratitude for all the stakeholders, we all pull together to do the best for our students, we are making a difference.
- Chad Griffin, 83 Autumn Ridge Road, Bedminster, NJ 07921, was impressed by the scores, great job
- Emilija Spirovski, 46 Gatehouse Road, Bedminster, NJ 07921, 4th grade mom, Somerset Hills scores are almost double of what we have, perhaps we need to look at what learning is taking place and what can be done in Kindergarten, 1st, 2nd, and 3rd grade.

**N. Adjournment**

Motion to adjourn the Public Session at 8:25 p.m. moved by Ms. Anderson, seconded by Ms. Stevinson  
Carried as follows: Yes: (7); No: (0); Abstain: (0); Absent (0)

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

**November 21, 2024**

**EXECUTIVE SESSION 6:30 PM  
OPEN PUBLIC MEETING 7:00 PM**

Respectfully submitted,



Eulalia Gillis  
Board Secretary

