

**BEDMINSTER BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES (Tentative Budget Adoption)**  
**March 16, 2023**  
**7:00 p.m**

**A. Call to Order**

President Stevinson called the meeting to order at 7:05 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 February 21, 2023, 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.*

Eulalia Gillis read the open public meeting notice.

**C. Pledge of Allegiance**

Eulalia Gillis led the Pledge of Allegiance.

**D. Roll Call**

Yes	Ms. Biedron	Yes	Ms. Gomez	Yes	Ms. Segal
Absent	Mr. Calulo	Yes	Ms. Nathans	Absent	Mr. Wickizer
Absent	Ms. Creelman	Yes	Mr. Reaves	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 and 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 2023-1
- b. Collective bargaining agreements - stipend
- 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 - settlement agreement
- h. Personnel - employment matters affecting a specific prospective or current employee

**Open Public Meeting @ 7:00 p.m.**

**F. Superintendent's Report**

- Enrollment - HS 247, BTS 450, CSA evaluation, Happy Women's History Month
- Thanks, Mr. Lefurge & Mrs. Mowery-Mitzi Pillar's dedication
- Thanks to our police dept & DPW
- Thanks to those part of the Lifelines suicide prevention program/partnership
- Thanks Barker Bus - honored drivers in February
- BEA requested an air quality evaluation - nothing detected

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- Summer fence, tiling, and paving projects
- Thrive Alliance certified clinician update
- School calendar - align with SHSD, School closed 4/1-4/10, back 4/11
- Parent-teacher conferences [delayed openings], MS spirit week, Dental assembly, Career Project Research Showcase
- Social Emotional Wellbeing district goal: school garden - sensory garden, Mr. Dunn built beds adopted by classes, yoga - Mrs. Lakritz with PE Gr K/1/5; Water bottle filling station challenge - 2, 052 bottles filled; Somerset Regional Animal Drive donations
- Student achievement district goal: Remediating students thru ESSER ASI, sustainability grant proposal of \$6,600 (emissions/idling), completing environmental grant - \$10,000 American Water - detention basin
- Wish everyone a safe spring break

**Business Administrator's Report**

- Presented the preliminary budget for the 2023-2024 school year

Mr. Wickizer arrived at 7:15pm.

**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.*

- Cheryl Mitchell - thank BoE on behalf of BEA for checking the issue of the lab

**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:

- February 16, 2023 Executive Session Minutes
- February 16, 2023 Regular Meeting Minutes

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

Yes	Ms. Biedron	Yes	Ms. Gomez	Yes	Ms. Segal
Absent	Mr. Calulo	Yes	Ms. Nathans	Abstain	Mr. Wickizer
Absent	Ms. Creelman	Yes	Mr. Reaves	Yes	Ms. Stevinson

**I. Task Groups**

- Negotiations Committee – Jeff Reaves
  - Progress at last meeting, dates established; Doug Silvestro lawyer representing the Board
- Somerset Hills School District – Sarah Nathans
  - Superintendent interview; contract negotiations - almost settled; Board meeting 3/15/2023; choral competition in Nashville; spring musical last weekend; Strategic Plan Update given by Interim Superintendent; budget presentation
- Technology Committee - Stephen Calulo
  - No report
- Security/Safety Ad Hoc - Suzie Stevinson

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- No report
- Child Care - Gabriel Wickizer
  - No report

**Delegate/Representative Appointments**

- New Jersey School Boards Association - Christy Biedron
  - Superintendent evals - NJASBO - field service tab
- PTO – Suzie Stevinson
  - Great reports given by staff; Spring Fling 4/28; 8th Grade Faculty game v. students - great, fun night, thanks for everyone who came out. Thanks to the custodial staff

**J. BUSINESS**

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

**Policy**

J.1 the second reading of the following policy:

Number	Description	Action
P 8330	Student Records	R

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

**Regulation**

J.2 the second reading of the following policy:

Number	Description	Action
R 8330	Student Records	R

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

**2023-2024 School Calendar**

J.3 the 2023-2024 school calendar.

J.4 the motion to reapprove the existing Safe Return Back plan (ARP).

**Grant**

J.5 acceptance of the Say Hi Foundation grant in the amount of \$1,000.00 for the Life Skills program.

**Walkway Lighting**

J.6 MTB Electric, LLC in the amount of \$22,889.80 to install and wire new LED lighting for the walkway.

**Facilities Use Request**

J.7 the following facility requests:

Organization	Event	Room(s) Requested	Usage date(s) and time(s)
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Somerset Hills Ball Club	T-ball Clinic	Cafetorium	3/11/2023 @ 9:00am - 11:00am
8th Grade Fundraising	Movie Night/Parent Night Out	Cafetorium	4/14/2023 @ 6:30 pm - 8:30 pm
Bedminster Recreation	Chemistry Adventures	Room 262	4/17/2023, 4/24/2023, 5/1/2023, 5/8/2023, 5/15/2023, 5/22/2023, 6/5/2023 and 6/12/2023 @ 3:35pm - 5:00pm

**CERT Training**

J.8 Community Emergency Response Teams (CERT) training for all athletic coaches and Medical Emergency Response Team (MERT) Team for CPR, first aid and AED:

Biletski	Oliveri	McNamara	White	Puglia	O'Connell	Patrick	Giordano	Johnsen
Swan	Zugale	Ahmadi	Notte	Cooper	Rica	Meechan	Wilcock	Gattone

**8th Grade Fundraising**

J.9 the following 8th Grade Fundraising Activities for the 2022-2023 school year:

Gus and Bucky's Car Wash	March/April - TBD	Donation of proceeds
California Pizza Kitchen	March/April - TBD	Donation of proceeds

J. agenda items J.1 through J.9

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

Yes	Ms. Biedron	Yes	Ms. Gomez	Yes	Ms. Segal
Absent	Mr. Calulo	Yes	Ms. Nathans	Yes	Mr. Wickizer
Absent	Ms. Creelman	Abstain J.1, J.2; Yes to rest	Mr. Reaves	Abstain J.7, J.9; Yes to rest	Ms. Stevinson

**K. FINANCE**

Finance & Facilities Committee Report - Jeff Reaves

- discussed budget

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

**2022-2023 Financial Reports**

K.1 the Report of the Secretary for February 2023 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.

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the recommendation that the Secretary's Report for February 2023 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 2022-2023 fiscal year.

It is recommended that the Treasurer's Report for February 2023 be accepted and filed.

**2022-2023 Invoices-General Agency Account**

- K.2 the invoices presented for payment totaling \$1,864,064.03 from the General Agency Account from February 16, 2023 through March 15, 2023.

<b>Fund</b>	<b>Amount</b>
(10) General Fund	\$1,844,044.47
(12) Capital Outlay	-0-
(20) Special Revenue	\$20,019.56
<b>Total</b>	<b>\$1,864,064.03</b>

**2022-2023 Invoices-Student Activities Account**

- K.3 the invoices presented for payment totaling \$2,187.31 from the Student Activities Account from February 12, 2023 through March 11, 2023.

**2022-2023 Invoices-Food Service Account**

- K.4 the invoices presented for payment totaling \$15,353.53 from the Food Service Account from February 12, 2023 through March 11, 2023.

**2022-2023 Transfers**

- K.5 transfers totaling \$42,629.39 from February 12, 2023 through March 11, 2023 as per the monthly transfer report.

**2023-2024 Travel Maximum**

- K.6 the following resolution:

**WHEREAS**, the Bedminster Township School Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or futhers the efficient operation of the school district; and

**WHEREAS**, N.J.A.C.6A:23A-7.3 et.seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, the Bedminster Township School Board of Education established \$15,000 as the maximum travel amount for the current school year and has expended \$195.00 as of this date; now

**THEREFORE, BE IT RESOLVED** the Board of Education approves travel and related expense

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reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$15,000 for the 2023-2024 school year.

**Approval to Withdraw from Tuition Reserve - FY24 Budget**

- K.7 the withdrawal of \$450,000.00 from the Tuition Reserve Account which were deposited into the account in the 2021-2022 school year and are now required to be withdrawn to pay tuition obligations in the 2023-2024 school year.

**Approval to Withdraw from Capital Reserves - FY24 Budget**

- K.8 the withdrawal of \$188,087.00 from the Capital Reserve account to be included in the 2023-2024 Budget. The Bedminster BOE approves the following Capital Reserve withdrawal of \$188,087 for the stated purpose of using these funds for Fencing perimeter of building and paving excess parking lot and dumpster area.

**School Climate Change Pilot Grant 2023-24**

- K.9 the submission of the School Climate Change Pilot Grant for the 2023-24 school year in the amount of \$6,660.00 from the NJDOE, for instructional materials for experiential climate change and/or sustainability initiatives.

- K. agenda items K.1 through K.9

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

Yes	Ms. Biedron	Yes	Ms. Gomez	Yes	Ms. Segal
Absent	Mr. Calulo	Yes	Ms. Nathans	Yes	Mr. Wickizer
Absent	Ms. Creelman	Yes	Mr. Reaves	Yes	Ms. Stevinson

**Adoption of Preliminary Budget 2023-2024 School Year**

- K.10 the preliminary budget be approved for the 2023-2024 school year using the 2023-2024 state aid figures and the Business Administrator/Secretary of the Board of Education be authorized to submit the following tentative budget to the Somerset County Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

<b>FY2024</b>	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
<b>Total Appropriations</b>	\$21,460,867	\$618,827	\$0	\$22,079,694
<b>Less: Anticipated Revenue</b>	\$3,404,329	\$618,827	\$0	\$4,023,156
<b>Taxes to be Raised</b>	\$18,056,538	\$0	\$0	\$18,056,538

And to advertise said preliminary budget in the Courier News in the form recommended by the State Department of Education and according to Law; and

Be it Further Resolved, that a public hearing be held in the Faculty Lounge Room #251 of the Bedminster Township School located at 234 Somerville Rd., Bedminster, NJ on Thursday, April 27, 2023 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2023-2024 school year.

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Included in budget line 620, Budgeted Withdrawal from Capital Reserve - Excess Costs and Other Capital Projects are \$188,087 for other capital costs related to fencing the perimeter of the building and paving excess parking lot and the dumpster area. The total cost of these projects is \$188,087 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve New Jersey student learning standards.

**K. agenda items K.10**

Motion to approve **Item K.10** moved by Mr. Reaves, seconded by Mr. Wickizer

Yes	Ms. Biedron	Yes	Ms. Gomez	Yes	Ms. Segal
Absent	Mr. Calulo	No	Ms. Nathans	Yes	Mr. Wickizer
Absent	Ms. Creelman	Yes	Mr. Reaves	No	Ms. Stevinson

**L. PERSONNEL & PROGRAMS**

Programs & Personnel Committee Report – Suzie Stevinson

- Discussed district goals, budget items L.1-L.12

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

**Donation**

- L.1 Meghan O'Brien, a lifelong family friend to Mitzi Piller's family, donated books to BTS in honor of Mitzi.

**New Hires**

- L.2 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
Ana Grimm-Bolle	Paraprofessional	\$23,483.59 Step 5 Prorated	March 1, 2023

**Workshops**

- L.3 the following staff for the workshop listed:

Name	Date	Title	Cost
Lauren Zugale	3/3/2023 and 3/10/2023	Using the Patterns of Strengths and Weakness (PSW) Model to Identify Specific Learning Disabilities (SLD) and Other Learning Problems: Parts 1 and 2; virtually	\$140.00 Registration
Corby Swan	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Lauren Zugale	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Debbie Nazzaro	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration

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Gina Infante	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Krista Deckhut	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Tom Notte	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Dan Schantz	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Klaudia Zdybel	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Elizabeth Omegna	3/6/2023	Postvention Training - Lifelines; Bernardsville, NJ	\$0 Registration
Andrea Legiadre	3/29/2023	Middle School Students: Understanding and Managing Mental Health Challenges; Kenilworth, NJ	\$0 Registration
Lauren Zugale	4/13/2023	Intervention - Lifelines; Bernardsville, NJ	\$0 Registration
Debbie Nazzaro	4/13/2023	Intervention - Lifelines; Bernardsville, NJ	\$0 Registration
Gina Infante	4/13/2023	Intervention - Lifelines; Bernardsville, NJ	\$0 Registration
Krista Deckhut	4/13/2023	Intervention - Lifelines; Bernardsville, NJ	\$0 Registration
Klaudia Zdybel	4/13/2023	Intervention - Lifelines; Bernardsville, NJ	\$0 Registration
Elizabeth Omegna	4/13/2023	Intervention - Lifelines; Bernardsville, NJ	\$0 Registration
Alison Gagliolo	4/20/2023 - 4/21/2023	NJSHA Convention 2023; Long Branch, NJ	\$255.00 Registration
Margaret Doorly	4/20/2023 - 4/21/2023	NJSHA Convention 2023; Long Branch, NJ	\$255.00 Registration
Liz Meechan	4/27/2023	CDK End of Year Meetings - Personnel; Washington, NJ	\$0 Registration; \$23.50 mileage
Corby Swan	4/28/2023 and 5/1/2023	Google Education Level 1 Certification Boot Camp; New Providence, NJ	\$425.00 Registration; \$36.66 mileage
Lisa Rica	5/4/2023	CDK End of Year Meetings - Accounting; Washington, NJ	\$0 Registration; \$23.50 mileage
Corby Swan	5/12/2023	Prevention - Lifelines; Bernardsville, NJ	\$0 Registration
Debbie Nazzaro	5/12/2023	Prevention - Lifelines; Bernardsville, NJ	\$0 Registration
Gina Infante	5/12/2023	Prevention - Lifelines; Bernardsville, NJ	\$0 Registration
Krista Deckhut	5/12/2023	Prevention - Lifelines; Bernardsville, NJ	\$0 Registration



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Dan Schantz	5/12/2023	Prevention - Lifelines; Bernardsville, NJ	\$0 Registration
Tom Notte	5/12/2023	Prevention - Lifelines; Bernardsville, NJ	\$0 Registration
Lauren Zugale	5/12/2023	Prevention - Lifelines; Bernardsville, NJ	\$0 Registration
Jennifer Giordano	6/2/2023	Strauss Esmay Associates' Annual School Law & Policy Seminar; Lincroft, NJ	\$0 Registration
Lauren Zugale	6/2/2023	Strauss Esmay Associates' Annual School Law & Policy Seminar; Lincroft, NJ	\$0 Registration
Elizabeth Omega	6/9/2023	NJCIE Inclusive Leadership Conference; Montclair, NJ	\$0 Registration; \$25.85 mileage

**Home Instruction**

- L.4 the following staff member(s) to provide home instruction and/or related services for the 2022-2023 school year at a rate of \$42.00 per hour, per the negotiated contract between the Bedminster BoE and the Bedminster BEA in effect from July 1, 2019 through June 30, 2023:

Julia Fasano

**2022-2023 Stipend(s)**

- L.5 the following stipend(s) being offered for the 2022-2023 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 2022-2023 EXTRA-CURRICULAR ACTIVITIES		
Activity Title	Name of Staff Member	Stipend Amount
Assistant Baseball Coach	O'Connell	\$1,919.00
Environmental Club Grades 4-8	Ragoza	\$554.00

**Chaperones**

- L.6 the following staff members to chaperone at the Middle School Winter Fun Night, for 2 hours at \$33.00 per hour per the negotiated contract between the Bedminster BoE and the Bedminster BEA in effect from July 1, 2015 through June 30, 2019:

Julia Fasano	Rebecca Befumo	Anne James	Joanna Alfone
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**Municipal Alliance**

- L.7 the following staff for the Municipal Alliance funded stipend positions for the 2022-2023 school year:

Activity Type	Name of Staff Member(s)	Individual Stipend Amount
B-Well	Ashley Isello	\$1,000 Winter 2023; \$1,000 Spring 2023
B-Well	Melissa Skiba	\$1,000 Winter 2023; \$1,000 Spring 2023

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**Class Trip(s)**

L.8 the following class trip(s):

Teacher/Grade	Trip/Location	Date
Grade 3	Great Swamp Environmental Education Center; Basking Ridge, NJ	4/21/2023
Grade 6	Stokes - NJ School of Conservation; Sandyston, NJ	6/8/2023 and 6/9/2023

**School/Class Event(s)**

L.9 the following in-house school/class events:

Teacher/Grade	Event Name	Date
Grades 4-6	B-Well and Too Smart to Start Program - Winter 2023	3/9/2023, 3/14/2023, 3/16/2023, 3/21/2023, 3/28/2023, 3/30/2023, 4/11/2023, 4/13/2023, 4/18/2023 and 4/20/2023
Grade 8	Career Project Research Showcase	3/30/2023
Grade 1	Rizzo's Wildlife World	3/31/2023
Grades 4-6	B-Well and Too Smart to Start Program - Spring 2023	4/26/2023, 4/28/2023, 5/3/2023, 5/5/2023, 5/10/2023, 5/12/2023, 5/17/2023, 5/19/2023, 5/24/2023 and 5/31/2023
Grade 1	Jenkinson's Aquarium Penguin Pointers Program	5/5/2023

**Title/Job Description(s)**

L.10 the update of the following position(s) and job descriptions:

Personnel Coordinator and Executive Assistant to the Superintendent

**Course Approval**

L.11 tuition reimbursement for the following staff:

Name	Course	Credits	School	Term	Estimated Amount
Lauren Zugale	GED-760 Bargaining and Negotiating	3	Centenary	Spring 2023	\$2,301.75
	GED-790 Special Education Law	3	Centenary	Spring 2023	\$2,301.75

**2022-2023 Volunteers**

L.12 the following volunteers for the 2022-2023 school year:

Provider	Activity
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Liam Annette	Lacrosse
Brandon Zarin	Lacrosse
James Puglia	Baseball

L.13 go into Executive Session at 6:30 pm at the next regularly scheduled meeting of the Board on April 27, 2023.

L. Move that the Bedminster Township Board of Education, upon the recommendation of the Superintendent, approve agenda item L.1 through L.13

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

Yes	Ms. Biedron	Yes	Ms. Gomez	Yes	Ms. Segal
Absent	Mr. Calulo	Yes	Ms. Nathans	Yes	Mr. Wickizer
Absent	Ms. Creelman	Yes	Mr. Reaves	Yes	Ms. Stevinson

**M. Public Questions/Comments**

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- Cheryl Mitchell - question on percentage budget v. BEA negotiations
- Mike Bury (5 Prospect Street; Far Hills, NJ) - questions District policy

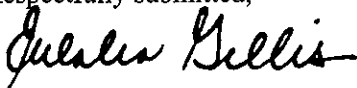
**N. Adjournment**

Motion to adjourn the Public Session at 8:53 p.m. moved by Ms. Stevinson, seconded by Mr. Reaves  
Carried as follows: Yes: (7); No: (0); Abstain: (0)

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

**April 27, 2023 (Budget/Public Hearing)**  
**EXECUTIVE SESSION 6:30 PM**  
**OPEN PUBLIC MEETING 7:00 PM**

Respectfully submitted,



Eulalia Gillis  
Board Secretary

