

BEDMINSTER BOARD OF EDUCATION
REGULAR MEETING MINUTES
May 18, 2023
7:00 p.m

A. Call to Order

President Stevinson called the meeting to order at 7:08 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 November 21, 2022, 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	Yes	Mr. Wickizer
Yes	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) b 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 @ 7:00 p.m.

F. Superintendent's Report

- Enrollment 245 HS, 448 BTS, NJSLA testing
- Celebrated Teacher Appreciation Week - thanks PTO for luncheon & thanks to our Teachers, paras, & nurses
- American Water grant update
- Lifelines suicide prevent program training/health lessons next year; ESSER continues thru June then September

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- Wellness & Green Team applications accepted only thru 5/25, we have 100% return
- Orchestra & strings, next week Band & Jazz Band 5/24
- Assistant to principals & CSA, office staff stipends - personnel, grants
- Shared service of SBA and AP staff with Long Hill Twp
- Wish everyone a nice Memorial Day (long) weekend

Business Administrator's Report

- The business office is reviewing all open PO's and making sure we are ready for year-end close-out
- We are also packing up and purging old files for the retiling project that will begin as soon as school ends
- A/C in Business Office should be going in during July
- A/P and P/R setting up for 23-24 school year
- Ed starting requisitions for 23-24 summer projects
- ROD Grants submitted 5/1/23 by architects to NJSDA (Schools Development Authority)

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.

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:

- April 27, 2023 Executive Session Minutes
- April 27, 2023 Regular Meeting Minutes

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

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

I. Task Groups

- Negotiations Committee – Judy Creelman
 - Met 5/16, next meeting 5/22
- Somerset Hills School District – Sarah Nathans
 - Choir Concert 4/22; A/P ended 5/1; Senior Prom 6/1; Retirements; Performance Report presented; enrollment dropped from 2019-2020 1,890 to 2021-2022 1,727
- Technology Committee - Stephen Calulo
 - Absent
- Security/Safety Ad Hoc - Suzie Stevinson
 - No report
- Child Care - Gabriel Wickizer
 - No report

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Delegate/Representative Appointments

- New Jersey School Boards Association - Christy Biedron
 - Delegate Assembly last week; new President Dr. Karen Cortelinno
- PTO – Suzie Stevinson
 - Spring Fling \$32k raised; elected a new PTO board

J. BUSINESS

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

Policy

J.1 the first reading of the following policy:

Number	Description	Action
P 0144	Board Member Orientation and Training	R
P 2520	Instructional Supplies	R
P 3217	Use of Corporal Punishment	R
P 4217	Use of Corporal Punishment	N
P 5305	Health Services Personnel	R
P 5308	Student Health Records	R
P 5310	Health Services	R
P 6112	Reimbursement Of Federal And Other Grant Expenditures	R
P 6115.04	Federal Funds - Duplication Of Benefits	N
P 6311	Contracts For Goods Or Services Funded By Federal Grants	R
P 7440	School District Security	R
P 9100	Public Relations	A
P 9140	Citizens Advisory Committee	R

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

Regulation

J.2 the first reading of the following policy:

Number	Description	Action
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R 5308	Student Health Records	R
R 5310	Health Services	R
R 6115.01	Federal Awards/Funds Internal controls - Allowability Of Costs	N

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

Bus Evacuation Drill

- J.3 the completion of a successful bus evacuation drill facilitated by Principal Swan on May 3, 2023 at 8:45 am in the cul-de-sac area for the following bus routes:

Bed 2-10, Bed 12-13

Maschio's Contract

- J.4 the following resolution:

BE IT RESOLVED THAT the Bedminster Board of Education, upon the recommendation of the Superintendent, approve the renewal of the FSMC contract with Maschio's Food Services, Inc. for the 2023-2024 school year as follows:

- FSMC Fee: \$13,921 paid in 10 monthly installments (4.98% increase)
- Guarantee Language: FSMC guarantees a return to the LEA in the amount of \$2,000.00
- The total cost of the contract is \$144,973.93

- J.5 the following lunch price list for the 2023-2024 school year:

- Student Lunch \$3.60 (\$0.50 increase)
- Adult lunch \$4.35 (\$0.50 increase)
- Reduced lunch \$0.00 (no increase)
- Milk \$0.75 (\$.05 increase)

Facilities Use Request

- J.6 the following facility requests:

Organization	Event	Room(s) Requested	Usage date(s) and time(s)
PTO	Staff Appreciation Luncheon	Room 251	5/10/2023 @ 9:00am - 1:30pm

- J.7 the posting of signage in celebration of the 8th Grade Promotion.

Shared Service Accounts Payable

- J.8 the Long Hill Township BOE will contract with the Bedminster School District for use of the Accounts Payable employee for two days a week from May 19, 2023 through June 30, 2023 at her daily salaried rate. The Bedminster School District will invoice the Long Hill School District for the days worked. Additionally, the Long Hill School District will pay the employee separately an additional amount of \$15 per hour for her time when worked during the contracted days.

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Shared Service Business Administrator

- J.9 Robbin Boehmer as the Business Administrator for the Bedminster Township School district. The Long Hill Township BOE will contract with the Bedminster School District for use of the School Business Administrator for no more than three days a week on average commencing July 1 2023 through June 30, 2024. The Bedminster School District will invoice the Long Hill School District for the shared services, pending approval by the County Superintendent.

- J. agenda items J.1 through J.9

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

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

K. FINANCE

Finance & Facilities Committee Report - Stephen Calulo

- Jeff Reaves reported F&F discussion

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

2022-2023 Financial Reports

- K.1 the Reports of the Secretary for April 2023 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 Reports for April 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 April 2023 be accepted and filed.

2022-2023 Invoices-General Agency Account

- K.2 the invoices presented for payment totaling \$1,646,840.35 from the General Agency Account from April 27, 2023 through May 17, 2023.

Fund	Amount
(10) General Fund	\$1,598,857.75
(12) Capital Outlay	\$0
(20) Special Revenue	\$47,982.60

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(30) Capital Projects	-0-
(40) Debt Services	-0-
Total	\$1,646,840.35

2022-2023 Invoices-Student Activities Account

- K.3 the invoices presented for payment totaling \$2,202.04 from the Student Activities Account from April 23, 2023 through May 13, 2023.

2022-2023 Invoices-Food Service Account

- K.4 the invoices presented for payment totaling \$13,683.89 from the Food Service Account from April 23, 2023 through May 13, 2023.

2022-2023 Transfers

- K.5 transfers for the 2022-2023 school year totaling \$23,090.23 from April 23, 2023 through May 13, 2023 as per the monthly transfer report.

2023-2024 School Year Tax Levy

- K.6 the following resolution:

BE IT RESOLVED that the Township Committee of Bedminster is hereby requested to transfer the Bedminster Township School tax monies to the Bedminster Board of Education for the 2023-2024 school year in the following quarterly installments listed below in accordance with the statutes related thereto:

- July 1, 2023 \$4,514,134.50
- October 1, 2023 \$4,514,134.50
- January 1, 2024 \$4,514,134.50
- April 1, 2024 \$4,514,134.50

BE IT FURTHER RESOLVED that the School Business Administrator be directed to forward the above-mentioned schedule to the Municipal Clerk of the Township of Bedminster.

Settlement Agreement

- K.7 approve the settlement agreement EDU#02651-2022S between LN, Parent, obo J.M. v Bedminster BOE in the amount of \$11,033.50 representing tuition to be paid to Bedminster BOE for the 2021-2022 school year.

- K. agenda items K.1 through K.7

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

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

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PERSONNEL & PROGRAMS

Programs & Personnel Committee Report– Suzie Stevinson

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

Main Office/Central Office Support Staff 2023-2024

L.1 the following Main Office/Central Office for the 2023-2024 school year:

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Salary</u>
Colonel	Marguerite	Exec. Assistant to the Superintendent and School Principals	\$38,000
Johnsen	Karna	School Secretary/Data Specialist	\$34,780 \$14,125 (Total compensation: \$48,905)
Meechan	Elizabeth	Payroll/Benefits Specialist	\$34,125
Rica	Lisa	Accounts Payable/Purchasing Specialist (10 Months)	\$34,125
Wilcock	Mary Anne	Exec. Assistant to SBA and the Director of Student Services	\$30,000

Custodial Staff 2023-2024

L.2 the following custodial contract and salaries for the 2023-2024 school year:

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Base Salary</u>
Billings	Ed	Maintenance Supervisor		\$79,210
Cueto	Felix	Custodian		\$39,000
Jacobs	Dao	Custodian		\$40,000
Lemoine	Stephen	Maintenance Coordinator		\$56,454
Miklewicz	Walter	Custodian		\$40,050
Nuse	Orn	Custodian		\$44,107
Orellana	Irma	Custodian		\$41,050
Orellana	Wendy	Custodian		\$42,132

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Administrative Contracts 2023-2024

L. 3 the following Administrators for the 2023-2024 school year:

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>Salary</u>
Omegna	Elizabeth	Middle School Principal	\$130,493
Pickett	Kevin	Technology Manager	\$95,976
Swan	Corby	Elementary School Principal	\$144,956
Zugale	Lauren	Director of Student Services	\$125,658

L.4 rescind the approval of Robbin Boehmer, SBA, that was approved on the April 27, 2023 Board agenda.

Summer Hours

L.5 a four-day on-site work week schedule, for the purpose of energy conservation, with the schedule to be 8:00 am to 4:00 pm Monday through Thursday, effective July 7, 2023 through August 25, 2023.

L.6 the following staff members for summer Special Education work as needed and assigned by Director:

<u>Name</u>	<u>Rate per hour</u>
Andrea Legiadre	\$54.62 per hour
Klaudia Zdybel	\$52.16 per hour
Krista Deckhut	\$70.04 per hour

Extended School Year

L.7 the following staff for the 2023-2024 Extended School Year Program Monday through Thursday beginning July 3, 2023 through August 3, 2023 from 9am-12pm:

Klaudia Zdybel, Carly Brantner, Andrea Legiadre, Jolanta Kolodziejki, Peter Prinz	Teachers	\$42.00 per hour
Deborah Nazzaro	Nurse	\$42.00 per hour
Elena Garcia-Albea	Behaviorist	\$62.00 per hour
Peggy Doorly	Speech Therapist	\$62.00 per hour

L.8 Deborah Nazzaro, school nurse, up to 10 hours for summer work at the rate of \$42.00 per hour.

Residency Investigator

L.9 James Anthony as residency investigator for the 2023-2024 school year at \$50.00 per hour, as needed.

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Workshops

L.10 the following staff for the workshop listed:

Name	Date	Title	Cost
Corby Swan	5/4/2023	Educator of the Year Breakfast Celebration; Branchburg, NJ	\$40.00
Carolyn Spero	5/4/2023	Educator of the Year Breakfast Celebration; Branchburg, NJ	\$40.00
James Puglia	6/8/2023 & 6/9/2023	Stokes - Grade 6 Trip	\$89.10 mileage

Class Trip(s)

L.11 the following class trip(s):

Teacher/Grade	Trip/Location	Date
Grade 8	Bedminster Town Hall; Bedminster, NJ	6/9/2023

School/Class Event(s)

L.12 the following in-house school/class events:

Teacher/Grade	Event Name	Date
PK	End of Year Party	6/8/2023
Grade 8	Health Seminar	6/8/2023
Grade 2	End of Year Party	6/13/2023

Assistants

L.13 the following for the 2023-2024 school year:

Student Name	Position	Cost
Brandon Lekai	Student Technician	\$0 (Community service)
Willian Handershan	Student Technician	\$0 (Community service)
Cameron Bong	Student Technician	\$0 (Community service)

Job Descriptions and Titles

L.14 the following changes to job descriptions and titles:

Personnel Coordinator and Executive Assistant to the Superintendent	Abolishment (approved in March 2023 - L.10)
Assistant to the School Principals	Abolishment (approved in April 2023 - M.12)

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Executive Assistant to the Superintendent and School Principals	Reinstatement (approved in April 2023 - M.11)
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New Hires

L.15 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
Julia Fasano	Teacher	\$60,020.00 BA Step 1	September 1, 2023

L.16

Name	Position	Salary	Anticipated start date
Lynn M. Livingston	Executive Assistant to Superintendent and School Principals	\$58,000 (pro-rated)	August 1, 2023

Donations

L.17 flyer posting for grade 8 student for Scout Award.

L.18 go into Executive Session at 6:30pm at the next regularly scheduled meeting of the Board on June 15, 2023.

L. approve agenda item L.1 through L.18

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

Yes	Ms. Biedron	Abstain L.12; Yes	Ms. Gomez	Yes	Ms. Segal
Absent	Mr. Calulo	Yes	Ms. Nathans	Yes	Mr. Wickizer
Yes	Ms. Creelman	Yes	Mr. Reaves	Yes	Ms. Stevinson

Ms. Gomez questioned what is the Health Seminar. Ms. Giordano explained what it was. Option for parents to opt out

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.

- Marissa Austenberg, 1195 US Highway 202-206, Bedminster - a gift for the school: beautiful quilt she made for the school. Thank the entire school district for a wonderful 14 years.

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N. Adjournment

Motion to adjourn the Public Session at 7:39 p.m. moved by Mr. Wickizer, seconded by Mr. Reaves
Carried as follows: Yes: (8); No: (0); Abstain: (0)

NEXT MEETING(S) SCHEDULED FOR:

**June 15, 2023
EXECUTIVE SESSION 6:30 PM
OPEN PUBLIC MEETING 7:00 PM**

Respectfully submitted,



Eulalia Gillis
Board Secretary

