

**BEDMINSTER BOARD OF EDUCATION
REGULAR MEETING MINUTES**

July 25, 2019

7:30 p.m

A. Call to Order

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 May 9, 2019, 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.

C. Pledge of Allegiance

D. Roll Call

Yes	Ms. Burch	Yes	Ms. Lamiera	Absent	Ms. Stevinson
Yes	Ms. Creelman	Yes	Ms. Marto	Yes	Mr. Wolkow
Absent	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

E. Executive Session – 6:30 p.m.

- Legal, Personnel, Negotiations, HIB, Safety and Security, Superintendent merit goals, Homework policy

Open Public Meeting @ 7:30 p.m.

F. Superintendent's Report

- June enrollment: HS 228, BTS 513
- SHSD/BTS mtgs Oct @ SHSD & March @ BTS
- Office & admin staff busy summer projects
- ESY going well, bake sale a success
- Thanks to Mrs. McFarland & Mr. Saint Laurent: CEP approved **NJAC 6A:7-1.4**
- Thanksto Mrs. Ragoza: school garden
- 1st day back Staff:Tues 9/3, Students:Thur 9/5. Back to School Night: Wed 9/25 5-8, Th 9/26 P-4
- **District Goals & resources** - Math growth & SEL creating safe, supportive environ: Big Ideas Math program - middle school gr 5-8, Student Culture & Climate team thru College of St. Elizabeth, Onspire online PD tool, HIBster

Business Administrator's Report

- Correspondence: Thank-You's: Alexis S., Aditya R., SHSD Project Graduation
- 9 to 7 member Board update
- BOE November Election
- FY19 audit started 7/22
- Summer cleaning and maintenance on schedule
- J items

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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 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.

- Jolanta Kolodziejski - need for item L.19 as program already exists
- Nicole Mancini - SEL cost implementation and rug/tile classroom replacement

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:

- June 10, 2019 Retreat Executive Session Minutes
- June 10, 2019 Retreat Regular Meeting Minutes
- June 13, 2019 Executive Session Minutes
- June 13, 2019 Regular Meeting Minutes

Motion to approve **Item H.** moved by Mr. Wolkow, seconded by Ms. Nathans
Motion carried as follows: Yes: (6); No: (0); Abstain: (1)

Yes	Ms. Burch	Yes	Ms. Lamiera	Absent	Ms. Stevinson
Abstain from executive and regular minutes 6/10/19, yes to executive and regular minutes 6/13/19	Ms. Creelman	Yes	Ms. Marto	Yes	Mr. Wolkow
Absent	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

I. Task Groups

- Negotiations Committee – Judy Creelman
 - Next meeting in September
- Somerset Hills School District – Monica Burch
 - Both valedictorian and salutatorian from BTS 18-19
- Wellness Committee - Alicia Schauer/Sonia Marto
 - Wellness in October in conjunction with red ribbon week
- Technology Committee - Howard Wolkow
 - No meeting
- Security/Safety Ad Hoc-Monica Burch
 - Updating lobby vestibule
- Child Care - Jennifer Johansson/Alicia Schauer
 - Next meeting in October

Delegate/Representative Appointments

- New Jersey School Boards Association - Judy Creelman
 - No meeting
- Somerset Hills Municipal Alliance
 - none
- PTO
 - Budget approved
 - Officers approved for upcoming school year

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J. BUSINESS

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

District Goals

J.1 the District Goals for the 2018/2019 school year:
Student Achievement - Math, Social and Emotional Learning

Technology

J.2 for the 2019-2020 School Year

Vendor		Total	Comment
E-Rate Partners	payment	\$1,100.00	Category 1&2 Funding Year 2019
Discovery Education	renewal	\$1,600.00	Effective 7/1/19 - 6/30/20
CSM (Computer Systems and Methods)	purchase	\$9,999.98	31 Lenovo Chromebooks per NJ State Contract #MNWNC-117, NJ-40121
Gaggle Safety Management	renewal	\$1,225.00	Email filter effective 7/1/19
Raz Kids	renewal	\$1,939.05	ELA on-line program
SvSAN	renewal	\$1,615.35	support

J.3 Newtech Recycling to remove and recycle electronic equipment deemed obsolete with an approximate value of \$500.00 per the attached schedule.

J.4 the Critical Response Group School Mapping Project for \$3,756.00.

Transportation-Student Activities

J.5 for the 2019-2020 School Year

Company	Rate	Comments
Barker Bus	\$105.00 per hour	
Kensington Bus	\$105.00 per hour	3 hour minimum

Tuition Contracts

J.6 for the 2019-2020 School Year

School	Student Number	Total	Comments
The Midland School; North Branch, NJ	221146	\$75,085.50	Transfer - including ESY
Holmstead School; Ridgewood, NJ	315877	\$56,784.60	Renewal
Matheny School; Peapack, NJ	291214	\$180,400.00	Renewal - including 1:1 nursing aide

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Educational Services

J.7 the NJ Commission for the Blind and Visually Impaired Education Level I services for student #1662847161 at \$1,900.00 for the 2019-2020 school year effective September 1, 2019 through June 30, 2020.

Policies

J.8 the **first reading** of the following policy:

Number	Description	Action
P 5570	Sportsmanship	N

J.9 the **second reading** of the following policies:

Number	Description	Action
P 2330	Homework	R
P 1642	Earned Sick Leave	R

Comment: Policy P2330 Homework was **TABLED**

Regulations

J.10 the **second reading** of the following regulations:

Number	Description	Action
R 2330	Homework	R
R 1642	Earned Sick Leave	R

Comment: Regulation R2330 Homework was **TABLED**

Professional Services

J.11 Acclaim Inventory to conduct the capital/fixed asset inventory required per GASB34 for the 2018-2019 school year at a total cost of \$1,700.00.

J.12 the establishment of the maximum dollar limits for the following professional services for the 2018-2019 school year pursuant to bylaw #0177 and N.J.A.C. 6A:23a-5.2:

Architect:	\$ 6,000.00
Legal:	\$75,000.00
School Physician:	\$ 2,000.00
Auditor:	\$30,000.00
Public Relations:	\$ 1,000.00

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- J.13 a preventative maintenance agreement with TBS Controls, Allendale, NJ for the 2019-2020 school year effective September 1, 2019 through August 31, 2020 at the annual cost of \$6,953.00.
- J.14 a contract with Cesco Elevator in the amount of \$836.00 to provide maintenance and inspection services for the 2019-2020 school year.

Security Benefit

- J.15 the following resolution:
WHEREAS: The Bedminster Township Board of Education (the "Organization") has established a 403(b) retirement program with security benefits that is funded through voluntary employee's salary reduction contributions; therefore

RESOLVED: that the Bedminster Township Board of Education agrees to offer these voluntary employee's salary reduction contributions as also a Roth 403(b), a 457(b) (pre-tax) and a Roth 457(b) with Security Benefits.

Facilities Use Request

- J.16 the Cub Scouts Pack #1749 facilities use of the cafetorium for the purpose of holding meetings Mondays from 6:00-8:30 p.m. for the 2019-2020 school year.

Transportation Contracts

- J.17 the following **REVISED** (previously approved May 17, 2019) public school transportation contracts with Barker Bus Company, Bridgewater, New Jersey for the 2019-2020 school year, at a 1.45% increase as per NJDOE regulations for a total cost of \$427,944.15.

Route #	Destination	2018-2019 Route Costs	2019-2020 Increase	2019-2020 Route Costs
E-2	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-3	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-4	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-5	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-6	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-7	Bedminster School	\$26,277.47	\$381.00	\$26,658.47
E-8	Bedminster School	\$26,277.47	\$381.00	\$26,658.47
E-9	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-10	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-12	Bedminster School	\$26,277.41	\$381.00	\$26,658.41
E-13	Bedminster School	\$26,972.15	\$391.00	\$27,363.15

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HS-1	Bernards High School	\$26,277.41	\$381.00	\$26,658.41
HS-2	Bernards High School	\$26,277.41	\$381.00	\$26,658.41
HS-3	Bernards High School	\$26,277.41	\$381.00	\$26,658.41
HS-4	Bernards High School	\$26,277.38	\$381.00	\$26,658.41
HS-5	Bernards High School	\$26,972.14	\$391.00	\$27,363.14
	Total Cost	\$421,828.12	\$6,116.00	\$427,944.15

J.18 the subscription to Educational Development Software (EDS) to access the following platforms for the 2019-2020 school year at a total cost of \$900.00:

HIBster	Documentation of any HIB related incidents
Onspire	Software for Professional Development for Teachers to be trained with NJ regulations for HIB and other requirements

J.19 the following tuition rates for regular programs for the 2019-2020 school year exclusive of any required or additional mandated special services and transportation:

- Pre-K/Kindergarten: \$18,786.00
- Grades 1-5: \$18,777.00
- Grades 6-8: \$19,687.00

J. agenda items J.1 through J.19

Motion to approve **Item J.** moved by Ms. Marto, seconded by Ms. Burch
Motion carried as follows: Yes: (6); No: (0); Abstain: (1)

Yes	Ms. Burch	Yes	Ms. Lamiera	Absent	Ms. Stevinson
Yes	Ms. Creelman	Yes	Ms. Marto	Abstain from J16, Yes to all else	Mr. Wolkow
Absent	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

K. FINANCE

Finance & Facilities Committee Report - Howard Wolkow

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

2018-2019 Financial Reports

K.1 the Report of the Secretary for June 2019 submitted for Board review. As required by N.J.A.C. 6A:23-A-16.10(c)(3), I, Alicia M. Schauer, 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.

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the recommendation that the Secretary's Report for June 2019 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 2019-2020 fiscal year.

It is recommended that the Treasurer's Report for June 2019 be accepted and filed.

2018-2019 Invoices-General Agency Account

- K.2 invoices presented for payment totaling \$1,144,543.15 from the General Agency Account from June 14, 2019 through June 30, 2019.

Fund	Amount
(10) General Fund	\$1,138,253.84
(12) Capital Outlay	\$0
(20) Special Revenue	\$ 6,289.31
(30) Capital Projects	-0-
(40) Debt Services	-0-
Total	\$1,144,543.15

2019-2020 Invoices-General Agency Account

- K.3 invoices presented for payment totaling \$344,674.18 from the General Agency Account from July 1, 2019 through July 25, 2019.

Fund	Amount
(10) General Fund	\$333,174.18
(12) Capital Outlay	\$0
(20) Special Revenue	\$ 11,500.00
(30) Capital Projects	-0-
(40) Debt Services	-0-
Total	\$344,674.18

2018-2019 Invoices-Student Activities Account

- K.4 invoices presented for payment totaling \$17,134.80 from the Student Activities Account from June 8, 2019 through June 30, 2019.

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2019-2020 Invoices-Student Activities Account

K.5 invoices presented for payment totaling \$0.00 from the Student Activities Account from July 1, 2019 through July 19, 2019.

2018-2019 Invoices-Food Service Account

K.6 invoices presented for payment totaling \$23,193.30 from the Food Service Account from June 8, 2019 through June 30, 2019.

2019-2020 Invoices-Food Service Account

K.7 invoices presented for payment totaling \$1,435.00 from the Food Service Account from July 1, 2019 through July 19, 2019.

2018-2019 Transfers

K.8 transfers for the 2018-2019 school year totaling \$18,202.00 from June 9, 2019 through June 30, 2019 as per the monthly transfer report.

2019-2020 Transfers

K.9 transfers for the 2019-2020 school year totaling \$0.00 from July 1, 2019 through July 19, 2019 as per the monthly transfer report.

K. agenda items K.1 through K.9

Motion to approve **Item K.** moved by Ms. Nathans, seconded by Ms. Burch
Motion carried as follows: Yes: (7); No: (0); Abstain: (0)

Yes	Ms. Burch	Yes	Ms. Lamiera	Absent	Ms. Stevinson
Yes	Ms. Creelman	Yes	Ms. Marto	Yes	Mr. Wolkow
Absent	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

PERSONNEL & PROGRAMS

Programs & Personnel Committee Report– Jennifer Johansson

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

Field Trips

L.1 student field trips:

Date	Grade	Location
8/1/19	MS ESY	Walk/bike to River Road via Path

Workshops

L.2 staff for the workshops listed:

NAME	DATE	TITLE	COST
Andrea Burke	10/15/19	Yearbook Training Workshop; Hackensack, NJ	\$40.00 Registration; \$16.49 Mileage

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Barbara Alfieri	10/15-16/19	Leveled Literacy Intervention Training; Paramus, NJ	\$400.00 Registration; \$13.67 Mileage
Corby Swan	8/12-13/19	Principal Learning Network - Cohort 2; Ewing, NJ	\$38.32 Mileage
Jennifer Giordano	8/22/19	Danielson Administrator Observation Training	\$225.00 Registration; \$57.60 Mileage \$5.00 Tolls
Sonia Rodrigues-Martó	9/24/19	SEL Series: Creating an Inclusive & Supportive Climate; Trenton, NJ	\$27.90 Mileage
Sonia Rodrigues-Martó	12/4/19	SEL Series: District & Community Response to Trauma; Trenton, NJ	\$27.90 Mileage

Custodial Contracts

L.3 a custodial contract and salaries for the 2019-2020 school year:

Last Name	First Name	Position	Stipend	Salary
Beatty	Dwayne	Maintenance Coordinator	\$4,000	\$70,425
Carrasco	Edith	Custodian		\$35,875
Lemoine	Stephen	Custodian		\$41,855
Magyar	Jo-Anne	B&G Supervisor	\$7,000	\$70,865
Nuse	Orn	Custodian		\$35,875
Orellana	Blanca	Custodian		\$36,772
Sayachak	Sikhouane	Custodian		\$41,855
Sneedse	Christopher	Custodian		\$39,514

Main Office/Central Office Support Staff

L.4 the Main Office/Central Office Support staff and salaries for the 2019-2020 school year:

Last Name	First Name	Position	Salary
Colonel	Marguerite	Exec. Assistant to the Superintendent Secretary to the Principal and Vice Principal/Curriculum Supervisor	\$61,412
Johnsen	Karna	School Secretary/Data Specialist	\$51,148
Meechan	Elizabeth	Payroll/Benefits Specialist	\$60,937
Rica	Lisa	Accounts Payable/Purchasing Specialist	\$51,148
Wilcock	MaryAnne	Secretary to the Director of Special Services	\$46,125

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Administrative Contracts

L.5 the Administrative contract and salaries for the 2019-2020 school year:

Last Name	First Name	Position	Salary
Swan	Corby	Principal	\$136,634
St. Laurent	Todd	Vice Principal/Supervisor of Instruction	\$94,557
Pickett	Kevin	Technology Manager	\$88,046

L.6 Alicia M. Schauer as School Business Administrator/Board Secretary effective July 1, 2019 through June 30, 2020 as per the contract on file in the business office as submitted and approved by the Somerset County Executive Business Administrator and Superintendent of Schools.

Superintendent Merit Goals

L.7 the attainment of the 2018-2019 merit goals upon approval by the Somerset County Exec Supt and provide merit compensation in the amount of \$14,764.62 representing 9.99% per the terms and conditions of the employment contract in effect from July 1, 2017 through June 30, 2020.

L.8 the Superintendent's quantitative merit goals not to exceed 9.99% of the total salary for the 2019-2020 school year and approve the submission of the Superintendent's merit goals for the district goals for the 2019-2020 school year to the Executive County Superintendent for review and approval.

Summer Student Technicians

L.9 the following as Summer Student Technicians:

Student Name	Effective Date	Cost
Sterling Avellino	7/1/19-8/31/19	\$10.00/hr (not to exceed \$1,000.00)
Adi Raj	6/24/19-8/31/19	\$0 (Community service)

Home Instruction

L.10 home instruction for student #231270 from April 25, 2019 through May 21, 2019 in the amount of \$1,507.31.

New Hires/Substitutes

L.11 Tracy Grant as a Substitute Paraprofessional (at the rate of \$16.00 per hour) and/or substitute teacher (at the rate of \$42.00 per hour) for the 2019 ESY program.

L.12 the following as Substitute Teachers for the 2019-2020 school year, per the substitute salary guide and pursuant to a successful clearance of P.L. 2018, c.5.

Paul Zartler, Brittany Harmon

L.13 Gabrielle Sabony as a Substitute Teacher for Melissa Davies from 9/1/19 through 11/27/19 the rate is \$105.00 for the first 10 days and \$115.00 from day 11 on for the 2019-2020 school year, per the substitute salary guide and pursuant to successful clearance of P.L. 2019, c.5.

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- L.14 Victoria Kelley as a Maternity Leave Replacement for Meredith Valentine (2nd grade) at the annual salary of \$56,125.00, BA Step 1 (prorated) effective on or about September 1, 2019 through on or about June 30, 2019, per the provisions of the Bedminster Education Association contract in effect from July 1, 2015 through June 30, 2019 and pursuant to a successful clearance of P.L. 2018, c.5.
- L.15 Tierney Dodge as a Maternity Leave Replacement for Nina Quarino (Special Education) at the annual salary of \$56,125.00, BA Step 1 (prorated) effective on or about September 1, 2019 through on or about January 1, 2020, per the provisions of the Bedminster Education Association contract in effect from July 1, 2015 through June 30, 2019 and pursuant to a successful clearance of P.L. 2018, c.5.
- L.16 Danielle Weisman as a Maternity Leave Replacement for Dyana Tarulli (4th grade) at the annual salary of \$56,125.00, BA Step 1 (prorated) effective on or about September 1, 2019 through on or about June 30, 2019, per the provisions of the Bedminster Education Association contract in effect from July 1, 2015 through June 30, 2019 and pursuant to a successful clearance of P.L. 2018, c.5.

Resignations

- L.17 the resignation of John McMahon, Bedminster Residency Officer, effective July 1, 2019.

Evaluations

- L.18 the vocational skills assessments conducted by the Center for Educational Advancement (CEA) in the amount of \$450.00 each for the following students:
#3436614706, #9263804093

Additional Summer Hours

- L.19 the following staff members as needed:

Name	Per Diem Rate	Comments
Erica Kastell	\$427.03 per day	Up to 3 additional days for Special Education
Kali Cannizzaro	\$329.13 per day	Up to 3 additional days for Special Education
Michelle McKeown	\$366.85 per day	Up to 5 days process paperwork for new admissions
Lauren Stypa-Willis	\$291.88 per day	Up to 2 days set up Pre-school ABA Program classroom
Nancy Novack	\$650.00 per day	Up to 2 days working with SoSS and ABA team - with work being completed no later than September 2019
Gina Infante	\$440.30 per day	1 day of training on 8/27/19 for HIBster/Onspire

Course Approval

- L.20 tuition reimbursement for the following staff per the terms and conditions of the Bedminster Education Association contract in effect from July 1, 2015 through June 30, 2019:

Name	Course	Credits	School	Term	Estimated Amount
Kali Cannizzaro	SEL 102 - Pedagogy & Practice	0	Rutgers University	9/3/19-11/12/19	\$290.00
James Puglia	Principles of Curriculum	3	New Jersey City University	9/3/19-12/18/19	\$2,190.00

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	Development & Evaluation				
James Puglia	Internship for School Personnel	3	New Jersey City University	9/3/19-12/18/19	\$2,190.00
Lauren Zugale	Identification and Assessment	3	Rutgers University	9/3/19-12/23/19	\$2,154.00

Leave of Absence

- L.21 a leave of absence for employee #21740352 for 19 days under the Family and Medical Leave Act beginning on May 13, 2019 through June 7, 2019.
- L.22 a leave of absence for employee #21696620 from April 8, 2019 through May 24, 2019 and from June 11, 2019 through June 14, 2019.

HIB Grade

- L.23 the annual School Self-Assessment for Determining Grades under the Anti-bullying Bill of Rights Act for the 2018-2019 school year.

2019-2020 District Mentoring Plan

- L.24 the District Mentoring Plan for the 2019-2020 School Year.
- L.25 the NJPEPL Evaluation System for the Vice Principal/Supervisor of Instruction and the Supervisor of Student Services for the 2019-2020 school year.

Curriculum

- L.26 School Culture and Climate Multi Year Initiative based at the Center for Human and Social Development, College of Saint Elizabeth for the next three (3) years totaling \$10,000.00 per year.
- L.27 the Big Ideas Math program for incoming grades 5-8 beginning Fall 2019.
- L.28 the following cafeteria aides for the 2019-2020 school year at a rate of \$15.00 per hour:

Rukmone Alijaj, Helga Wirth

- L.29 Amy Engelmann to provide interpreter services on 7/29/19 at the rate of \$42.00 per hour not to exceed a total of \$336.00.
- L.30 the Uncommon Thread to provide three (3) paraprofessionals trained in ABA and a supervisor of ABA for the 2019-2020 school year at a total cost of \$110,937.50.
- L.31 the Bedminster Township Board of Education to go into Executive Session at 6:30pm at the next regularly scheduled meeting on September 19, 2019.

L. agenda item L.1 through L.31

Motion to approve **Item L.** moved by Ms. Nathans, seconded by Ms. Burch
Motion carried as follows: Yes: (6); No: (0); Abstain: (1)

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Yes	Ms. Creelman	Abstain from 20 and 30	Ms. Marto	Yes	Mr. Wolkow
Absent	Ms. Johansson	Yes	Ms. Nathans	Yes	Mr. Reaves

M. Public Questions/Comments

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N. Adjournment

Motion to adjourn the Public Session at 8:24 p.m. moved by Mr. Wolkow, seconded by Ms. Lamiera
Motion carried carried as follows: Yes: (7); No: (0); Abstain: (0)

NEXT MEETING(S) SCHEDULED FOR:

**September 19, 2019
EXECUTIVE SESSION 6:30 PM
OPEN PUBLIC MEETING 7:30 PM**

Respectfully submitted,


Alicia M. Schauer
Board Secretary

