

Somerset Hills School District
Regular Meeting Minutes - March 19, 2025
Executive Session - 6:30 P.M.
Public Input & Action - 7:30 P.M.
Bernards High School - Community Room

I. Call to Order & Welcome

Mrs. Frenda called the meeting to order at 6:30 p.m.

II. Roll Call

Present:

Mr. Baker	Mrs. Hoppe
Ms. Ballard	Mrs. Santoro
Ms. Clark-Emery (arrived 6:34p.m.)	Mrs. Wry
Ms. Cooper	Mrs. Frenda
Ms. Gomez	

Absent: Ms. Gils

Also Present:

Dr. Brian Brotschul
Dr. Coleen Butler
Mrs. Beverly Vlietstra

III. Board Norms

Before a Meeting
<ul style="list-style-type: none">● Arrive on time and prepared (read agenda and all attachments, including committee minutes in advance).● Understand the placement of items on the agenda and understand why.● Observe the board chain of command and respect the distinction

between the role of the superintendent and the board.

- Understand what our role as members of the board is, including what items are executive session discussions versus public meeting discussions.
- Be problem solvers by working through issues and seeking advice and clarity from fellow board members and NJSBA if there are points of concern or contention.

During a Meeting

- No active use of phones in executive sessions or at the board table.
- Why speaking/why not?
- Value all voices; everyone has a chance to respond while being respectful of others.
- Non-repetition of issues/debate by the same individual until all have had the opportunity to speak.
- Signal to the board president to speak, the board president acknowledges the next speaker to allow uninterrupted opinions with time in mind.
- No surprises to the board or administration.

After a Meeting

- Support the outcomes determined by the majority while ensuring that minority voices are acknowledged.
- Abide by your responsibilities as a board member and be respectful of administrative and board time constraints.
- Be dedicated to supporting and attending school functions.
- Strive to develop professionally as individual board members and as a Board.
- Remember that students are always at the center of our decisions.

IV. District Goals

2024-2025 District Goals

● **Academic**

- Show progress in decreasing achievement gaps by advancing academic performance through increased support in areas of instruction for academic subgroups. Evaluate progress annually using all available assessment data.
- Identify staff to leverage existing education by assessing interest in obtaining further certifications to expand available dual enrollment and career and technical education (CTE) student course offerings.

● **Facilities**

- To prioritize planning for STEM/Robotics/CTE curriculum, develop a prioritized long-range facility plan and cost estimates by November 2024. ●

● **Community Integration**

- To support the belief that every community member is a stakeholder, develop 2-3 avenues to expand community connectivity and engage with all community members to communicate district outcomes and opportunities for further engagement with those residents with and without school-aged children by June 2025.

● **Culture & Climate / Social Emotional Learning**

- By June 2025 identify and implement tools and mechanisms to establish a baseline understanding of student and staff experience in Somerset Hills School District to develop a future strategic plan to enhance workplace and school culture, climate, and social-emotional learning.

V. Executive Session

Mrs. Wry moved the following at 6:34 p.m., Ms. Cooper seconded.

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of

individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and

WHEREAS the matters about to be presented for discussion clearly meet the “circumstances” test of such Act:

RESOLVED that the Board of Education of Somerset Hills now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation.

And, be it further,

RESOLVED that the discussion in Executive Session be disclosed when the Board’s consideration of the subject matter has been closed, or that such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such public disclosure will no longer clearly endanger the public interest.

The Board returned to Public Session 7:30 p.m

VI. Pledge of Allegiance

VII. Report of the Superintendent

1. Student Representatives’ Report
2. Recognition of the BMS literary magazine:
 - a. Darcy Canberg
 - b. Emily Mann
 - c. Ameya Ram
 - d. Ilenia Sasso
 - e. Jillian Winters

A Resolution honoring BMS Literary Student for publication excellence
on The Late Bell Literary Magazine 2023-2024.

WHEREAS, the Somerset Hills Board of Education gives special honor and commendation to the dedicated magazine staff who perform at the highest level of publishing with creativity, effort, and a positive attitude;

WHEREAS, BMS Literary Student is part of Bernardsville Middle School and serves as an inspiration to peers and staff members alike;

WHEREAS, BMS Literary Student is creatively engaged in writing, art-making, and recognizing creative endeavors for meaningful purposes.

NOW, THEREFORE, be it resolved by the Somerset Hills Board of Education that: The members of the Board of Education hereby commend BMS Literary Students for being awarded the rank of Excellent in the 2024 NCTE Recognizing Excellence in Art and Literary Magazine (REALM) contest.

When the Somerset Hills Board of Education adjourns this day, it does so in honor of the achievements earned by BMS Literary Students. The Board of Education Secretary is directed to have this Resolution reflected in the permanent minutes of the Somerset Hills Board of Education on this 19th day of March 2025.

Samantha Frenda
Board of Education President

Brian B. Brotschul, Ed.D.
Superintendent of Schools

3. Board Recognition - Retiree

a. WHEREAS, Suzanne Ryan has been employed from September 2002 through June 2025 as a School Nurse; and

WHEREAS, she exemplified expertise, commitment, and professionalism in her duties;

and

NOW THEREFORE BE IT RESOLVED, that the Somerset Hills School District and Board of Education recognize Suzanne Ryan's retirement effective July 1, 2025, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.

b. WHEREAS, Valerie Tchorz has been employed from September 2003 through September 2025 as a Teacher; and

WHEREAS, she exemplified expertise, commitment, and professionalism in her duties;

and

NOW THEREFORE BE IT RESOLVED, that the Somerset Hills School District and Board of Education recognize Valerie Tchorz's retirement effective October 1, 2025, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.

c. WHEREAS, Kathleen Ryersen has been employed from January 2011 through June 2025 as a Teacher; and

WHEREAS, she exemplified expertise, commitment, and professionalism in her duties;

and

NOW THEREFORE BE IT RESOLVED, that the Somerset Hills School District and Board of Education recognize Kathleen Ryersen's retirement effective July 1, 2025, and extend to her congratulations and best wishes for a happy, healthy, and enjoyable retirement.

4. Dr. Brotschul's Update

VIII. Public Comments for Actionable Agenda Items

None.

Mrs. Santoro moved to close public comments, Mrs. Wry seconded.

IX. APPROVAL OF MINUTES*

1. Approval of Minutes*

Ms. Cooper moved item #1 and Mrs.Hoppe seconded.

Item#1 Minutes as amended were approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Gomez, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

RESOLVED, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for February 19, 2025.

X. BUSINESS OPERATIONS

A. Committee Report & Discussion: Mr. Baker gave the report. The committee met on March 5th and March 11th . The Committee discussed the draft of the 2025-2026 budget, capital projects and potential referendum projects.

B. Finance Action Items: Mr. Baker moved items #1-15, Ms. Cooper seconded.

Items #1-2,4,6-7,10-13,15 were approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Gomez, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

Item#3 was approved by a roll call vote of 8-0-1. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Gomez, Hoppe, Santoro, Wry. Abstain: Frenda, Absent: Gils.

Items# 5,8,9 were approved by a roll call vote of 8-0-0. Baker, Ballard, Clark-Emery, Cooper, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

C. Finance Old Business / New Business: None

1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of February 2025 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$11,074,428.43	\$11,074,428.43
(20) Special Revenue Fund	\$110,556.40	\$110,556.40
(30) Capital Projects Fund	\$114,058.25	\$114,058.25
(40) Debt Service Fund	\$1,183,597.47	\$1,183,597.47
Total Government Funds	\$12,482,640.55	\$12,482,640.55

(1) From Secretary's Report (2) From Treasurer's Report

WHEREAS in compliance with N.J.A.C.6A: 23-2.1(c)3 the secretary has certified that, as of the date of the report(s), no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education, now, therefore, be it

RESOLVED, the Board of Education accepts the above referenced report and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6A: 23-3.11(c) 4, the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been overexpended in violation of

N.J.A.C.6A: 23-2.11(b), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

2. Payment of Bills*

WHEREAS, the Board Secretary has presented attached final February 2025 check register with the recommendation that the checks be paid, and Now, therefore, be it RESOLVED, that the following bills be paid and an itemized list be filed with the minutes of this meeting:

FUND	
(10) General Fund	\$4,560.879.67
(20) Special Revenue Fund	\$50,085.39
(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	\$75,542.84
(90) Agency Fund	\$1,202,475.24
TOTAL	\$5,888,983.14

3. Payment of Bills*

WHEREAS, the Board Secretary has presented attached March 2025 check register with the recommendation that the checks be paid, and Now, therefore, be it RESOLVED, that the following bills be paid and an itemized list be filed with the minutes of this meeting:

FUND	
(10) General Fund	\$1,828,892.55

Somerset Hills Minutes March 19, 2025

(20) Special Revenue Fund	\$7,343.94
(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	-
(90) Agency Fund	\$402,509.02
TOTAL	\$2,238,745.51

4. Approve 2024-2025 Budget Transfers*

RESOLVED, that the Somerset Hills Board of Education approve the attached list of budget transfers for February 2025.

5. Approve Membership in New Jersey School Insurance Group Educational Risk & Insurance Consortium

RESOLVED, that the Somerset Hills Board of Education approve membership in New Jersey School Insurance Group Educational Risk & Insurance Consortium-North, pursuant to N.J.S.A 18A:18B-3a, for a period of three years from July 1, 2024-July 1, 2027 for insurance coverage and risk management.

6. Approve 2024-2025 Non-Public Security Aid*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the use of funds for Non-Public Security Aid for the following schools:

	Non-Public School	Description	Amount
a	Far Hills Country Day School	North East Communications-Security Devices and Programming	\$5,338.96
b	School of Saint Elizabeth	Ackerson Drapery-motorized shades for security	\$13,218.60

7. Approve Special Education Schools*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following schools for the 2024-2025 school year and extended school year.

	Student ID#	School	Location	Cost
a	7939820883	Midland School	Branchburg, NJ	\$28,520.10 (Prorated)

8. Settlement Agreement

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Settlement Agreement for Student # 830503298.

9. Bus Evacuation Drills

RESOLVED, that the Somerset Hills Board of Education approves the Bus Evacuation Drill for the 2024-2025 School Year. Reports for drills are on file in the Business Office:

	School	Date
	Bernardsville Middle School	11/4/2024

10. Approve Parent Organization Fundraiser*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following parent organization fundraisers, retroactively, for the 2024-2025 school year:

	Organization	School	Event	Date
	BHS Baseball/Softball all Booster Clubs	BHS	Wiffle Ball Tournament	3/15/25

11. Approve 2024-2025 Amended Unified Champion Schools Grant*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the

Superintendent, authorizes the application and approves amended funds (originally approved at the August 21, 2024 meeting) for the Unified Champion Schools Funding to

run a Youth Athletes Program at Bernards High School in the amount of \$4,500 for the 2024-2025 school year.

12. Approve Bernards High School Scholarship*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the Bryce Rosen Memorial Scholarship in the amount of \$1,000.

13. Approve 2024-2025 Behavioral Threat Assessment Team*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the 2024-2025 Behavioral Threat Assessment Team:

Cassie Incledon- Social Worker

Alexa Lavallo- School Psychologist

Matt Brown- SLEO

Lisa Garofalo- School Safety Specialist

Scott Neigel - School Principal

Jamie Koransky- Other Admin

Lauren Cava- Student Assistant Counselor

Melissa Gomez- School Nurse

Jaime Walker- Other Admin

14. Approve School Regionalization Study

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the New Jersey Department of Community Affairs (DCA)

Division of Local Government Services (DLGS) School Regionalization Feasibility Study grant application between the Somerset Hills School District and Bedminster Township School District to secure funding to conduct a feasibility study on behalf of Bedminster Township School District and Somerset Hills School District.

15. Special Education Provider*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the

Superintendent, approve the following service provider for the 2024-2025 school year and

extended school year.

	Provider	Service	Location	Cost	Not To Exceed
	ProCare Therapy	All Services	Peachtree Corners, GA	\$40 - \$125/hr	\$3,000.00

XI. CURRICULUM

A. Committee Report & Discussion: Mrs. Cooper gave the report. The Committee met on March 11, 2025.

B. Action Items:#1-5 Ms. Cooper moved items #1-5, Ms. Ballard seconded.

Items #2,4,5 were approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Ballard, Clark- Emery, Cooper, Gomez, Hoppe, Santoro, Wry, Frenda. Absent: Gils

Items # 1,3 were approved by a roll call vote of 8-0-0. Voting: Ayes: Baker, Ballard, Clark- Emery, Cooper, Hoppe, Santoro, Wry, Frenda. Absent: Gils

C. Curriculum Old Business / New Business: None

1. Approve Professional Development/School Business

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following professional development/school business for the 2024-2025 school year:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BES	Akauola, Jasmine	NJ Association of School Administrators - Women's Leadership Conference	4/7/25, 4/8/25	\$459
b	BES	Akauola, Jasmine	NJ Teachers of English to Speakers of Other Languages/NJ Bilingual Educators, Inc. Spring Conference	5/20/25	\$390
c	BMS	Clark, Michelle	Field Trip Chaperone	5/21/25	\$0
d	BMS	Fitzgerald, Marianne	Field Trip Chaperone	5/21/25	\$0
e	BMS	Haenny, Alexandra	Field Trip Chaperone	6/2/25	\$0

Somerset Hills Minutes March 19, 2025

f	BMS	Kupper, Patricia	Fellowship of Language Educators of NJ Annual Conference	3/19/25	\$140
g	BMS	LaChac, Luke	Field Trip Chaperone	6/2/25	\$0
h	BES	Martin, Danielle	Foundations Launch Training	4/4/25	\$330
i	BMS	McMillan, Patricia	Field Trip Chaperone	6/2/25	\$0
j	BES	Mirando, Stephan	Translator for Out of District School Visit	2/13/25	\$16.96
k	BES	Mirando, Stephan	Translator for Out of District School Visit	2/24/25	\$16.96
l	BMS	O'Halloran , Annie	Field Trip Chaperone	6/2/25	\$0
m	BMS	Reilly, Kathryn	Field Trip Chaperone	5/21/25	\$0

Somerset Hills Minutes March 19, 2025

n	BMS	Tresslar, Kristene	Field Trip Chaperone	6/2/25	\$0
o	BMS	Venezia, David	Field Trip Chaperone	6/2/25	\$0
p	BMS	Walker, Carrie	Field Trip Chaperone	6/2/25	\$0
q	BES	Koellhoffer , Keith	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$46.18
r	BES	Hall, Kris	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$26.44
s	BES	Falzarano, Sarah	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$32.08

Somerset Hills Minutes March 19, 2025

t	BES	Patrylow, Lauren	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$0
u	BMS	Garofalo, Lisa	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$32.08
v	BMS	Escobar-C haffee, Salome	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$22.68
w	BMS	Snyder, Jason	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$5.76

2. Approve Professional Development/School Business*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following professional development/school business, for the 2024-2025 school year:

Somerset Hills Minutes March 19, 2025

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BHS	Allen, Catherine	Pearls of Wisdom for School Nurses Spring Conference	3/29/25	\$216.86
b	District	Brotschul, Brian	Education Policy and School Law Seminar	6/6/25	\$0
c	BHS	Falzarano, Jeff	Rutgers Center for Literacy Development - Drawing from Hip Hop & Youth Popular Culture In ELA Instruction and Assessment	4/30/25	\$0
d	BHS	Ferrara, James	Field Trip Chaperone	3/26/25-3/30/25	\$0
e	BHS	Ferrara, James	AP Physics Reading - College Board	6/5/25-6/18/25	\$0
f	BHS	Hoppe, Michael	Field Trip Chaperone	4/14/25	\$0
g	BHS	Johnson, Alec	Rider University Counselor Information Session and Tour	3/27/25	\$0

Somerset Hills Minutes March 19, 2025

h	District	Koransky, Jamie	NJ Principals & Supervisors Association/Foundation for Educational Administration - Understanding and Protecting the Legal Rights of LGBTQIA+ School Leaders and Staff	3/31/25	\$8.27
i	District	Koransky, Jamie	NJ School Professionals Conference	4/9/25	\$0
j	BHS	LaBruno, Wendi	The Interaction Between Mental Health & Social Media	4/9/25	\$19.88
k	District	Mehan, Kathy	Office of Fiscal Accountability & Compliance Criminal History and School Bus Safety Training Program	4/17/25	\$0
l	BHS	Murphy, Theresa	AP US Government & Politics Reading (virtual) - College Board	6/2/25-6/6/25	\$0
m	BHS	Neigel, Scott	NJ Principals and Supervisors Association Legislative Conference	3/21/25	\$0
n	BHS	Pasqua, Jacki	Using AI Tools and Strategies to Advance Target Language Proficiency	4/2/25	\$295

Somerset Hills Minutes March 19, 2025

o	BHS	Pasqua, Jacki	Field Trip Chaperone	3/26/25- 3/30/25	\$0
p	BHS	Szostak, David	AP Macroeconomics Reading - College Board	5/28/25- 6/10/25	\$0
q	District	Walker, Jaime	The Interaction Between Mental Health & Social Media	4/9/25	\$0
r	District	Brotschul, Brian	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$0
s	BHS	Neigel, Scott	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$50
t	BHS	Clark, Kelly	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$11.40

Somerset Hills Minutes March 19, 2025

u	BHS	O'Brien, Janice	Inter-District Learning Network Conference & Capacity Building Training	4/4/25 & 4/10/25	\$50.30
v	BHS	Neigel, Scott	Capturing Kids' Hearts Flagship Training	4/29/25, 4/30/25	\$68.62
w	BHS	Hunkele, Heather	Capturing Kids' Hearts Flagship Training	4/29/25, 4/30/25	\$59.97
x	BHS	Snyder, Allison	Capturing Kids' Hearts Flagship Training	4/29/25, 4/30/25	\$16.35
y	BHS	Stypolkowski, Emily	Capturing Kids' Hearts Flagship Training	4/29/25, 4/30/25	\$56.02
z	BHS	Corbett, Michael	Capturing Kids' Hearts Flagship Training	4/29/25, 4/30/25	\$57.52
aa	BHS	Clark, Kelly	Capturing Kids' Hearts Flagship Training	4/29/25, 4/30/25	\$15.04
bb	BHS	Wagner, Alyssa	Capturing Kids' Hearts Flagship Training	4/29/25, 4/30/25	\$68.24

3. Approve Field Trips

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following field trips:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BMS	Gateway National Park - Sandy Hook, NJ	26	4	0
b	BMS	Bedwell Elementary School - Bernardsville, NJ	104	2	0
c	BMS	Bedwell Elementary School - Bernardsville, NJ	52	1	0

4. Approve Field Trips*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following field trips:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BHS	Metropolitan Museum of Art - New York, NY	30	3	0

b	BHS	Bernardsville Cinema - Bernardsville, NJ	2	2	0
c	BHS	Applebee's - Bridgewater, NJ	2	2	0
d	BHS	Morristown Performing Arts Center - Morristown, NJ	2	2	0
e	BHS	Bernardsville Library - Bernardsville, NJ	2	2	0
f	BHS	North Hunterdon High School - Annandale, NJ	8	1	0

5. Approve Professional Development Program*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Lift As We Climb to provide professional development on Title 1 support strategies for district staff during the 2024-2025 school year, in the amount of \$4,083.

XII. PERSONNEL

A. Committee Report and Discussion. Mrs. Ballard gave the report. The Committee met on March 6, 2025.

B. Action Items: #1-13 Ms. Ballard moved items #1-13, Mrs. Hoppe seconded.

Items # 2,4,9,11,12,13 were approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Gomez, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

Items: 1,3,5,6,7,8,10 were approved by a roll call vote of 8-0-0. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

C. Personnel Old Business / New Business: None

1. Accepts Retirement

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts the retirement of the following employees:

	Employee	School	Position	Effective
	Ryan, Suzanne	BMS	Nurse TCH.ES.NURSE.NA.01	7/1/25
	Tchorz, Valerie	BMS	Teacher TCH.MS.ENGL.NA.05	10/1/25

2. Accepts Retirement*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts the retirement of the following employee:

	Employee	School	Position	Effective
	Ryersen, Kathleen	BHS	Teacher TCH.HS.RERM.NA.09	7/1/25

3. Accepts Resignation

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, accepts the resignation of the following employee:

Somerset Hills Minutes March 19, 2025

	Employee	School	Position	Effective
	Cronin, Sara	BMS	Teacher TCH.MS.RERM.NA.08	5/2/25

4. Approve Co-Curricular & Athletic Positions*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following co-curricular and athletic positions for the 2024-2025 school year

	Name	School	Season	Position	Stipend
a	Maestas, Alyssa	BHS	Spring	Lacrosse: Women's Assist (FR)	\$5,790.40

5. Approve Co-Curricular & Athletic Positions

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following co-curricular and athletic positions for the 2024-2025 school year

	Name	School	Season	Position	Stipend
a	Filieri, Michael	BMS	Spring	Baseball: Assistant	\$2,825.92
b	LaSpada, Joseph	BMS	Spring	Track: Boy's Head	\$4,347.97

Somerset Hills Minutes March 19, 2025

c	Jurgens, Allyssa	BMS	Spring	Drama: Spring Assistant	\$1,866.37
---	---------------------	-----	--------	----------------------------	------------

6. Amend Appointment Certificated Staff

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the appointment of the following certificated staff for the 2024-2025 school year, *subject to further investigation pursuant to law*:

	Name	School	Position	Level	Step	Salary	Replac e	Effective
a	Gutierrez, Tatiana	BES	Title I Teacher TCH.ES.TITLE1.01	MA	9	\$76,590	9838	3/25/25 3/24/25

7. Amend Leave of Absence

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the following leave of absence:

	Employee #	School	Position	Type of leave	Dated of Leave/Notes
	9095	BES	Certified Staff	Disability Sick FMLA Anticipated Return	02/18/25-03/28/25 03/24/25 (paid w/ benefits) 03/30/25 03/25/25-06/21/25(unpaid w/benefits)

					09/01/25
--	--	--	--	--	----------

8. Approve Leave of Absence

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following leave of absence:

	Employee #	School	Position	Type of leave	Date of Leave/Notes
a	9240	BMS	Certified Staff	FMLA Anticipated Return	09/01/25-11/23/25 (unpaid w/ benefits) 11/24/25
b	9874	BMS	Certified Staff	FMLA Intermittent FMLA Anticipated Return	03/03/25-03/14/25 (unpaid w/benefits) 03/15/25-03/27/25 03/28/25
c	9413	BMS	Certified Staff	Unpaid Disability FMLA Extended Parenthood Leave Anticipated Return	06/02/25-06/23/25 (unpaid w/benefits) 09/02/25-11/25/25 (unpaid w/benefits) 11/26/25-06/30/26 (unpaid w/o benefits) 09/01/26

9. Approve NJPSA FEA Legal One Program Completion*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the 16 hour NJPSA FEA Legal One program completion for the following employees:

	Employee	School	Program	Effective
	Cava, Lauren	BHS	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Corbett, Michael	BHS	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Neigel, Scott	BHS	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Walker, Jaime	BHS	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Brotschul, Brian	District	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Butler, Coleen	District	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year

10. Approve NJPSA FEA Legal One Program Completion

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the 16 hour NJPSA FEA Legal One program completion for the following employees:

	Employee	School	Program	Effective
	Garofalo, Lisa	BMS	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Richter, Michael	BMS	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Adkins, Michele	BMS	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Koellhoffer, Keith	BES	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Dooley, Megan	BES	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year
	Akauola, Jasmine	BES	NJPSA FEA Legal One Anti-Bullying Specialist	24-25 School Year

11. Approve Transition Day*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve transition day for the following employee:

	Employee	School	Position	Days	Per Diem Rate
	Singh, Paul	BHS	School Counselor - Leave Replacement	1	\$361.95

12. Approve Overtime*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve overtime for the following employees:

	Employee	School	Position	Per Hour Rate	Not to Exceed
	Smith, Jodi	Olcott	Business Office Assistant	\$40.63/hr	60 hours
	Galuppo, Julianne	Olcott	Payroll	\$40.36/hr	60 hours

13. Approve Substitutes*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following substitutes for the 2024-2025 school year *subject to further investigation pursuant to law:*

	Name	Substitute Position	Certification	Effective
a	Jensen, Kelley	Teacher/Paraprofessional	County Substitute Certificate	3/20/25
b	Lodato, Claire	Teacher/Paraprofessional	County Substitute Certificate	3/20/25
c	Fortes, Sebastien	Teacher/Paraprofessional	County Substitute Certificate	3/20/25
d	Blackstock, Julie	Teacher/Paraprofessional	County Substitute Certificate	3/20/25

e	Taylor, Terese	Teacher/Paraprofessional	County Substitute Certificate	3/20/25 <i>Pending clearance</i>
f	O'Connor, Timothy	Teacher/Paraprofessional	County Substitute Certificate	3/20/25 <i>Pending clearance</i>
g	Lifshyts, Veronika	Nurse	County Substitute Certificate/RN License	3/20/25 <i>Pending clearance</i>
h	Santos, Regina	Nurse/Teacher/Paraprofessional	County Substitute Certificate/RN License	3/20/25

XIII. POLICY

A. Committee Report and Discussion. Mrs. Ballard gave the report. The Committee met on March 6, 2025.

B. Action Items: #1 Ms. Ballard moved item #1, Mrs. Santoro seconded.

Item #1 was approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Gomez, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

C. Policy Old Business / New Business: None.

1. Second Reading*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the second reading of the following bylaws, policies & regulations:

Policy/Regulation #	Title
---------------------	-------

Somerset Hills Minutes March 19, 2025

P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P 5460	High School Graduation (M) (Revised)
P5512	Harassment, Intimidation, and Bullying
P5533	Student Smoking
R5533	Student Smoking
P7441	Electronic Surveillance in School Buildings and On School Grounds
R7441	Electronic Surveillance in School Buildings and On School Grounds
P 8500	Food Services (M) (Revised)
P 9163	Spectator Code of Conduct for Interscholastic Events (M) (New)
P 9320	Cooperation with Law Enforcement Agencies
R 9320	Cooperation with Law Enforcement Agencies

XIV. STUDENT SERVICES

A. Committee Report and Discussion. Mrs. Santoro gave the report. The Committee met on March 6, 2025.

B. Action Items: #1-2 Mrs. Santoro moved items #1-2, Mr. Baker seconded. Item #1 was approved by a roll call vote of 8-0-0. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

Item #2 was approved by a roll call vote of 9-0-0. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Gomez, Hoppe, Santoro, Wry, Frenda. Absent: Gils.

C. Student Services Old Business / New Business: None

1. HIB Report

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on February 19, 2025, and upheld the findings and/or consequences recommended by the Superintendent:

School	Report #	Outcomes
BES	22	Unfounded
BMS	15	Unfounded
BMS	16a	Founded

Somerset Hills Minutes March 19, 2025

BMS	16b	Unfounded
BMS	17	Unfounded

HIBs to Date (24-25 SY)	Found ed	Unfounded	Split	Total
BES	5	16	1	22
BMS	4	12	1	17

2. HIB Report*

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on February 19, 2025, and upheld the findings and/or consequences recommended by the Superintendent:

School	Report #	Outcome
---------------	-----------------	----------------

BHS	19	Unfounded
-----	----	-----------

HIBs to Date (24-25 SY)	Founded	Unfounded	Total
BHS	9	10	19

XV. Board Announcements

Mrs. Ballard commended the parents and Special Services department who attended the Special Services meetings and all parents that continue to be involved with school activities. She also gave a shout out to all the teachers.

Mrs. Frenda commented on the UnSung Hero Ceremony and the Intergenerational Prom.

Mrs. Wry commented on the Intergenerational Prom and recommended all to see the school play.

XVI. Public Comments

Ms. Sophia Seelig, a third grade teacher at Bedwell read a letter from March 3, 2025 that was sent to Dr. Brotschul in regards to the hiring of the next Principal at Bedwell.

XVII. Executive Session

The Board reconvened in a second Executive Session at 9:00p.m. Mrs. Cooper motioned to go into Executive Session and Ms. Ballard seconded.

WHEREAS the “Open Public Meetings Act:” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public, or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would be clearly in danger of unwarranted invasions, and

WHEREAS the matters about to be presented for discussion clearly meet the “circumstances” test of such Act:

RESOLVED that the Board of Education of Somerset Hills now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following: Personnel, Student Matters, Contracts, Negotiations and Litigation.

And, be it further,

RESOLVED that the discussion in Executive Session be disclosed when the Board’s consideration of the subject matter has been closed, or that such matter does not adversely affect the rights of prospective, current, or past public officers, or personnel of the Board, unless such individuals have in writing requested the disclosures of such discussion at a public meeting and provided such public disclosure will no longer clearly endanger the public interest.

The Board reconvened in Public Session at 10:00p.m.

XVII. Adjournment

Mr. Baker moved to adjourn the meeting at 10:02p.m. Ms. Clark-Emery seconded. The meeting was adjourned.

Respectfully submitted,

Beverly Vlietstra

Interim Business Administrator/Board Secretary

***Note: The areas of permitted voting for the Bedminster district representative of the Board of Education are: (a) Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or**

maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district; (b) New capital construction to be utilized by sending district pupils; (c) Appointment, transfer or removal of teaching staff members providing services to pupils of the sending district, including any teaching staff member who is a member of the receiving district's central administrative staff; (d) Addition or deletion of curricular and extracurricular programs involving pupils of the sending district; (e) Any matter directly involving the sending district pupils or programs and services utilized by those pupils; (f) Approval of the annual receiving district budget; (g) Any collectively negotiated agreement involving employees who provide services utilized by sending district pupils; (h) Any individual employee contracts not covered by a collectively negotiated agreement, if those employees provide or oversee programs or services utilized by sending district pupils; and (i) Any matter concerning governance of the receiving district board of education including, but not limited to, the selection of the board president or vice-president, approval of board bylaws, and the employment of professionals or consultants such as attorneys, architects, engineers, or others who provide services to the receiving district board of education.

(cf: P.L.1996, c.103, s.1)