

**The Somerset Hills School District
 Regular Meeting Agenda -May 13, 2025
 Executive Session - 5:30 pm
 Regular Public Meeting - 7:30 pm
 Bernards High School - Community Room**

Call to Order & Welcome

Board President Mrs. Frenda called the meeting to order at 5:33 pm.

Roll Call

Present:

- | | |
|-----------------------------------|--------------|
| Ms. Ballard | Mrs. Hoppe |
| Ms. Clark-Emery (arrived 5:43 pm) | Mrs. Santoro |
| Ms. Cooper | Mrs. Wry |
| Ms. Gils | Mrs. Frenda |
| Mrs. Gomez (arrived 5:53 pm) | |

Absent:

Mr. Baker

Also Present:

- Dr. Brian Brotschul, Superintendent
- Dr. Coleen Butler, Assistant Superintendent
- Mr. Richard Liguori, Business Administrator/Board Secretary

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
<ul style="list-style-type: none"> ● 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.

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.

Executive Session

Mrs. Santoro made a motion to go to Executive Session at 5:36 pm. 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: CSA Evaluation, Student Matters, Personnel, and Negotiations.

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.

Mrs. Hoppe, Dr. Brotschul, Dr. Butler, and Mr. Liguori recused themselves at 6:30 pm.

Ms. Ballard made a motion to return to Public Session at 7:37 pm. Ms. Cooper seconded.

Pledge of Allegiance

Report of the Superintendent

1. Student Representatives’ Report - BMS representatives Katherine East and Charlotte Mitchell and BHS representative Nora Jurczak gave their reports.
2. Recognition of the 2025 retirees - Dr. Brotschul congratulated and recognized the following retiring staff members:

Phyllis DeStefano (BES)	Jeannette Bracero (BHS)
Dana Fischer (BES)	David Brothers (BHS)
Laurie Heppes (BES)	Jay Hogge (BHS)
Suzanne Ryan (BMS)	John Lallis (BHS)
Valerie Tchorz (BMS)	Kathy Ryersen (BHS)
	Lill Bartow (District)
3. Recognition of the 2025 Educators & Educational Services Professionals of the Year - Dr. Brotschul congratulated and recognized the following staff members:

Holly Jablonski (BES)
Michelle Dooley (BES)
Annie O’Halloran (BMS)
Kelly Clark (BHS)
4. Dr. Brotschul’s Update/Presentation of 2023-24 School and District Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights

Public Comments for Actionable Agenda Items - none.

Seeing no one from the public, Mrs. Santoro moved to close public comments. Ms. Cooper seconded.

APPROVAL OF MINUTES*

RESOLVED, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for April 30, 2025.

Mrs. Frenda noted there was a minor correction to be included. Minutes were approved by a roll call vote of 7-0-2. Ms. Cooper moved to approve, and Mrs. Wry seconded. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Santoro, Mrs. Wry, and Mrs. Frenda. Abstain: Mrs. Gomez and Mrs. Hoppe.

ORGANIZATIONAL ACTION ITEMS

Action Items: Mrs. Hoppe moved items #1-48, Mrs. Wry seconded.

Items #1-9, 10a, 10c-f, 11-48 were approved by roll call vote of 9-0. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Item #10b was approved by roll call vote of 8-1. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. No: Ms. Gils.

1. Official Publications*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, designates the Bernardsville News as the official publication and, Be It Further Resolved, that The Courier News and The Star Ledger be designated to receive official notices as required by law.

2. Authorized Depositories*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, designates the following financial institutions as official depositories:

a	Peapack/Gladstone Bank
b	Bank of America
c	JP Morgan Chase Bank
d	TD Bank
e	US Bancorp
f	First Hope Bank
g	US Bank, N.A.

3. Approve Authorized Signatures*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the authorized signatures on warrants as follows:

	Accounts	Signatures
a	Payroll	Board Secretary & Board President
b	Agency	Board Secretary & Board President
c	General	Board Secretary & Board President
d	Cafeteria	Board Secretary

e	Unemployment	Board Secretary
f	Flexible Spending	Board Secretary

4. Deferred Compensation Plans*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Deferred Compensation Plans 403(b), 457(b) and Roth providers:

	Plans
a	AXA Equitable
b	Lincoln Investment Planning
c	Metlife
d	T. Rowe Price
e	Valic
f	Vanguard Group

5. Approve PlanConnect, LLC As Third Party Administrator*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, hereby approves PlanConnect, LLC as the Third Party Administrator for its Section(s) 403(b) and 457(b) of the Internal Revenue Code of 1986, Plan(s), pursuant to the HoldHarmless and Third Party Administrative Agreement between Somerset Hills Board of Education and PlanConnect, LLC.

6. Payment of Bills*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the Board Secretary to pay bills between Board Meetings and that all bills paid will be presented for Board approval at the next scheduled meeting.

7. Transfer of Interest*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the transfer of interest earned in the Capital Project fund to the General Fund for the 2025-2026 school year.

8. Extraordinary Unspecifiable Services (EUS) Professional Services Contract Awards*

WHEREAS the Somerset Hills Board of Education is in need of Extraordinary Unspecifiable Services exempt from competitive bids and awarded through the RFP process including technical criteria, management criteria, and cost criteria. And after determining that the following professionals best meet the needs of the Somerset Hills School District; Now therefore be it Resolved, that the Board Secretary is authorized to execute contracts for the following EUS professional services for the 2025-2026 school year:

	Provider	Service	Est. Amount Not to Exceed
a	Phoenix Financial Advisors, Inc.	Financial Advisory Services	\$5,000
b	Brown & Brown Benefit Advisors, Inc.	Broker of Record	\$12,000

c	CBiz (includes fees to Utica, Travelers, Hanover, NJSIG & Bollinger)	Broker of Record	\$50,000
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BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in the Courier News as required by law, within ten (10) days of its passage, stating its nature, duration, service, and amount and that the resolution and contract are on file in the Business Office.

9. Approve Professional Service Contracts*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following appointment for the 2024-2025 school year:

	Provider	Service	Hrly Rate	Not to Exceed
a	Concentra	Drug & Alcohol Testing	\$104-\$109 p/exam	\$2,000

10. Approve Professional Service Contracts*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following appointments for the 2025-2026 school year:

	Provider	Service	Hrly Rate	Not to Exceed
a	Methfessel & Werbel	Legal	\$185 p/hr; \$65 p/hr	\$75,000
b	Busch Law Group LLC	Legal	\$185 p/hr; \$85 p/hr	\$80,000
c	Green Brook Family Medicine	School Physician	n/a	\$10,500
d	Somerset Valley Urgent Care	Employment Exams, PPD test, Non DOT Drug Screen	\$36 - \$145 p/exam	\$ 3,000
e	Prevention Specialists Inc	Non DOT Drug & Alcohol Testing	\$8 - \$60 p/exam	\$ 5,000
f	Concentra	Drug & Alcohol Testing	\$104-\$109 p/exam	\$2,000

11. Approve Professional Service Contracts*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following appointments for the 2025-2026 school year:

	Provider	Service	Hrly Rate/Est Amount Not to Exceed
a	Suplee, Clooney & Co	Auditor	\$31,250
b	Solutions Architecture	Architect of Record	\$90-200/hr / \$50,000

12. Approve Additional Contract Awards*

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

Superintendent, approve the 2025-2026 contracts:

	Provider	Service	Est. Amount Not to Exceed
a	Wilentz Goldman & Spitzer, P.A.	Bond Counsel	\$10,000
b	Gebhardt & Kiefer, P.C.	Planning Board Counsel	\$10,000
c	Rullo & Juillet Associates, Inc.	Right to Know Consultant	\$5,000

13. Petty Cash Accounts*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, re-establishes the following Petty Cash accounts for the 2025-2026 school year in accordance with Board Policy 6620.

	Location	Amount	Maximum Single Expenditure	Responsible Administrator
a	Bedwell Elementary School	\$250.00	\$25	School Principal
b	Bernardsville Middle School	\$250.00	\$25	School Principal
c	Bernards High School	\$250.00	\$25	School Principal
d	Student Services	\$150.00	\$25	Director of Student Services
e	Superintendent's Office	\$200.00	\$25	Superintendent
f	Business Office	\$300.00	\$30	Business Administrator

14. Nonpublic Instructional Services*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Non-Public Instruction Services Agreements with the Educational Services Commission of New Jersey for Nonpublic Public Law 1977 Chapters 192/193, Nonpublic Individuals with Disabilities Education Act- B Initiative, Non-Public Textbook Services, Nonpublic Technology Initiative Program, Nonpublic Nursing Services, Nonpublic Security Aid, Nonpublic Title I Direct Services, and Nonpublic Title III- Immigrant Services, from July 1, 2025 through June 30, 2030.

15. Coordinated Transportation Agreements*

RESOLVED, that the "Resolution/Agreement" for participation in coordinated Transportation services with the Somerset County Educational Services Commission be approved for the 2025-2026 school year, and be it further

16. 2025-2026 Anticipated Contracts*

RESOLVED, that pursuant to PL 2015, Chapter 47 the Somerset Hills Board of Education, upon the recommendation of the Superintendent, intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

A. Use of State Contract Vendors

WHEREAS, the Somerset Hills Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts

entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Somerset Hills Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Somerset Hills Board of Education intends to enter into contracts with the New Jersey State Contract Vendors through this resolution and properly execute contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it RESOLVED, the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the Purchasing Agent to purchase certain goods or services from approved New Jersey State Contract Vendors for the 2025-2026 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Somerset Hills Board of Education School Business Administrator, shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Somerset Hills Board of Education and the Referenced State Contract Vendors shall be from July 1, 2025 to June 30, 2026.

B. Hunterdon County Educational Services Commission Cooperative Purchasing

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Cooperative Pricing Resolution/Agreement for participation in cooperative purchasing services with the Hunterdon County Educational Services Commission for the 2025-2026 school year.

C. Educational Services Commission of New Jersey Cooperative Purchasing

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Cooperative Pricing Resolution/Agreement for participation in cooperative purchasing services with the Educational Services Commission of New Jersey for the 2025-2026 school year.

D. Approve Participation with PEPPM Technology Bidding and Purchasing Program

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve participation in PEPPM Technology Bidding and Purchasing Program for the 2025-2026 school year.

E. Approve Participation with OMNIA Public Sector Cooperative Purchasing

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve participation in OMNIA Public Sector Cooperative Purchasing Program for the 2025-2026 school year.

17. Qualified Purchasing Agent and Designating Bid Threshold*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent designates its bid threshold at \$44,000 pursuant to N.J.S.A. 18A:18A-3a, and be it further

RESOLVED, that Business Administrator/Board Secretary, Richard Liguori, does not yet possess a Qualified Purchasing Agent (QPA) certificate, and be it further

RESOLVED, that those serving in the role of Business Administrator / Board Secretary in the state of New Jersey without yet obtaining this certification are permitted to be appointed for one year as Temporary Purchasing Agent and remain at the higher bid threshold;

THEREFORE be it resolved that the Somerset Hills Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Richard Liguori as the Temporary Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

18. Medical, Prescription and Dental Benefits*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the participation of the District with the Schools Health Insurance Fund (Aetna) for medical, Heartland Fidelity (Benecard) for prescription benefits, and Delta Dental of NJ for dental benefits for the 2025-2026 school year.

19. New Jersey School Boards Association Membership*

RESOLVED, that the Somerset Hills Board of Education approve the annual membership in the New Jersey School Boards Association for the 2025-2026 school year.

20. Approve Standard Operating Procedures Manual*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve The Standard Operating Procedures Manual for the 2025-2026 school year.

21. Approve Purchasing Procedures Manual*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Purchasing Procedures Manual for the 2025-2026 school year.

22. Approve Contract with CDW-G*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve technology upgrades, including laptops, chromebooks, wiring and supplies, as named in the 2025-2026 budget, through ESCNJ/AEPA-22G for an amount not to exceed \$150,000.00 during the 2025-2026 school year.

23. Approve Contract with Atra Janitorial Supply Co.*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve janitorial supplies, from Atra Janitorial Supply Co. in the 2025-2026 budget, through ESCNJ 21/22-18 for an amount not to exceed \$100,000 during the 2025-2026 school year.

24. Approve Contract with Open Systems*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve building access and security systems upgrades, repairs, and monitoring from Open Systems Integrators Inc. in the 2025-2026 budget, through ESCNJ 19/20-38 and 20/21-13 for an amount not to exceed \$100,000 for the 2025-2026 school year.

25. Approve Hunter Technologies Agreement*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Hunter Technologies agreement (year 3 of 5) to provide phone system for the district not to exceed \$46,000 for the 2025-2026 school year.

26. Approve Superior Onsite Health Solutions Agreement*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Superior Onsite Health Solutions agreement to provide On-site Drug screening for bus drivers in accordance with Department of Transportation 49 CFR 382 et seq. and 49 CFR 40 et seq not to exceed \$3,000.00 for the 2025-2026 school year.

27. Approve Food Service Management Company*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Maschio's Food Services, Inc. as the Food Service Management Company for the 2025-2026 school year with a management fee of \$19,304.99 and a profit guarantee of \$0.

28. Appoint Affirmative Action Officers for 2025-2026*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Affirmative Action Officers for 2025-2026:

Coleen Butler- District
 Scott Neigel- Bernards High School
 Lisa Garofalo- Bernardsville Middle School
 Scott Wolfe- Bedwell School

29. Appointment of Officers*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent appoints the following officers for the period of July 1, 2025 to June 30, 2026:

a	Richard Liguori	Board Secretary, Custodian of Records, Health and Safety Officer, Public Agency Compliance Officer
b	Judy Favino	Treasurer of School Monies
c	Jamie Koransky	DGP&P Liaison, McKinney-Vento Liaison, Nursing Coordinator, Early Childhood Coordinator, 504 Officer
d	Frank Riccio	Right-to-know and A.H.E.R.A. Representative, Integrated Pest Management Coordinator
e	Coleen Butler	Affirmative Action Officer, Title IX Coordinator, ADA Officer
f	Jaime Walker	Anti-Bullying Coordinator

30. Authorize Superintendent Right of Appointment*

RESOLVED, that the Somerset Hills Board of Education authorize the Superintendent the right of appointment between Board Meetings for personnel.

31. Special Education Providers*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following service providers for the 2025-2026 school year and extended school year.

	Provider	Services	Locations	Cost	Not To Exceed
a	360 Translations	Translation Service	Vineland, NJ	\$79 - \$170/hr	\$3,000
b	AAC & Me, LLC	AAC Evals & Conslts and Speech Conslts & Therapy	Chalfont, PA	\$150-\$1,200 consult, therapy & eval	\$5,000
c	Bergen County Special Services	Teacher of the Deaf & Educational Audiology	Paramus, NJ	\$165/session \$188/hr	\$2,500
d	Best Choice	Nursing Services (RN & LPN)	Hackettstown, NJ	\$72 - \$87/hr	\$200,000
e	Care Solace	Mental Health Services	Cardiff, CA	\$7,506/year	\$7,506
f	Educere, LLC	Home & Bedside Instruction	Ambler PA	\$39-\$999 per course	\$10,000
g	EPIC Special Ed Staffing	All Services	El Segundo, CA	\$45 - \$105/hr	\$3,000
h	GHR Education	Nursing Services	Plymouth Meeting, PA	\$70/hr	\$3,000
i	Horizon Healthcare Staffing	All Services	Manalapan, NJ	\$65 - \$156/hr	\$3,000
j	Hunterdon County ESC	All Services	Califon, NJ	\$103 - \$1,300/ each	\$2,500
k	JLMABA	Behavioral Services	Ocean Twp., NJ	\$135 each	\$5,000
l	MedXwaste	Biohazard Waste Disposal	Deer Park, NY	\$300/year \$11.25 per 2 Gal. Sharps	\$1,500
m	Pediatric Workshop (Cindy Argiro)	Physical Therapy	Warren, NJ	\$75 - \$118/hr	\$10,000

32. Approve Home Instruction and Bedside Instruction*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following home instruction and bedside instruction for the 2025-2026 school

year and extended school year.

	Provider	Services	Location	Cost	Not to Exceed Amount
a	Educere	Home & Bedside Instruction	Ambler, PA	\$39-\$999/per course	\$10,000
b	EI, US (Learnwell)	Home & Bedside Instruction	Woburn, MA	\$59.25/hr	\$5,000
c	Prime Healthcare dba St. Clare's Hospital	Hospital Instruction	Boonton, NJ	\$57/hr	\$2,000
d	Silvergate Prep	Home & Bedside Instruction	Bridgewater, NJ	\$55/hr	\$5,000
e	Stepping Forward Counseling Center	Home Instruction	Chatham, NJ	\$100/hr	\$10,000

33. Approve Home Instruction and Bedside Instruction*

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

	Provider	Services	Location	Cost	Not to Exceed Amount
a	Prime Healthcare dba St. Clare's Hospital	Hospital Instruction	Boonton, NJ	\$55/hr	\$2,000

34. Special Education Evaluations*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following facilities to conduct evaluations services for the 2025-2026 school year:

	Evaluator	Services	Location	Cost	Not to Exceed Amount
a	AAC & Me, LLC	AAC Evals & Conslts and Speech Consults & Therapy	Chalfont, PA	\$1,200/eval	\$2,000
b	Behavior Therapy Assoc.	Behavioral Evals	Somerset, NJ	\$320/hr	\$2,000
c	Bergen County Special Services School District	Audiology & Teacher of the Deaf Consultations	Paramus, NJ	\$510-\$975/each	\$2,000

d	Center for Behavioral Health (Dr. Muthuswamy)	Psychological & Psychiatric Evaluations	E. Brunswick, NJ	\$575 - \$675/eval	\$3,000
e	Hunterdon County ESC	All Services	Califon, NJ	\$103 - \$1,300/each	\$2,500
f	Kubichek, Dr. Marilynn	Neurological Evaluations	Florham Park, NJ	\$50 - \$725/eval	\$3,000
g	Learning Tree Multicultural Evaluations	Bilingual Educational & Psychological Evaluations	Greenbrook, NJ	\$830 - \$880/eval	\$3,200
h	Medina, M (MEM Education Services)	Bilingual Educational Evaluations	Parsippany, NJ	\$75/meeting \$425-\$500/eval	\$4,000
i	Miranda, J	Psychological Evaluations & Classroom Observations	Chester, NJ	\$75-\$500/Eval.	\$2,000
j	Pediatric Workshop (Cindy Argiro)	Physical Therapy & Evaluations	Warren, NJ	\$360/eval	\$10,000
k	Smiling Speech	Bilingual Educational, Psychological, Occupational & Social Evaluations	Rockaway, NJ	\$400-\$750/eval	\$2,000
l	Somerset County ESC	LDTC, Psychological & Social Evaluations	Bridgewater, NJ	\$400 - \$450/eval	\$2,000
m	Speech & Hearing Associates	Audiological Evals & Consults	Westfield, NJ	\$350 - \$950/eval	\$2,000
n	Summit Speech School	Audiological Evals & Consults	New Providence, NJ	\$250 - \$400/hr	\$2,000
o	TechAbilities, LLC	Assistive Technology Evals	Manahawkin, NJ	\$900/eval	\$2,000
p	Union County ESC	Educational, Psychological, Social, & Speech Evaluations	Westfield, NJ	\$420/eval	\$2,000

35. 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
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a	6365497884	Hunterdon Prep	Annandale, NJ	\$12,276.55 Prorated
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36. Approve Virtual Online Courses/Instructors*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following facilities to conduct virtual online courses/instructors for the 2025-2026 school year:

	Provider	Service	Location	Not to Exceed
a	Educere	Virtual Online Courses/Instructors	Ambler, PA	\$6,500.00
b	Elevate K12	Virtual Online Courses/Instructors	Chicago, IL	\$5,000.00

37. Approve Independent Evaluation Reimbursement Costs*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following reasonable and customary rates for independent evaluation reimbursement costs for the 2025-2026 school year as follows:

Evaluation Type	Reimbursement Cost
Psychological, Educational	\$600
Speech, OT, PT	\$500
Neuropsychological	\$1,500
Neurological	\$1,300
Psychiatric	\$1,000
Functional Behavioral Assessment	\$1,200

38. Approve Renewal & Salaries for Certificated Staff (2025-2026)*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salaries for certificated staff for the 2025-2026 school year; step and salary may be adjusted upon contract ratification: Attachment A

39. Approve Renewal & Salaries for Certificated Staff (2025-2026)

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salaries for certificated staff for the 2025-2026 school year; step and salary may be adjusted upon contract ratification: Attachment A

40. Approve Renewal & Salary for Title 1 Certificated Staff (2025-2026)

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salary for Title 1 certificated staff for the 2025-2026 school year; step and salary may be adjusted upon contract ratification: Attachment A

41. Approve Renewal & Salaries for Non-Certificated Staff (2025-2026)*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salaries for non-certificated staff for 2025-2026; step and salary may be adjusted upon contract ratification: Attachment A

42. Approve Renewal & Salaries for Non-Certificated Staff (2025-2026)

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salaries for the non-certificated staff for the 2025-2026; step and salary may be adjusted upon contract ratification: Attachment A

43. Approve Renewal & Salaries for Administrators (2025-2026)*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salaries for administrators for the 2025-2026 school year; salary may be adjusted upon contract ratification: Attachment A

44. Approve Renewal & Salaries for Administrators (2025-2026)

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salaries for administrators for the 2025-2026 school year; salary may be adjusted upon contract ratification: Attachment A

45. Approve Renewal & Salaries for Transportation Staff (2025-2026)*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the renewal and salaries for transportation staff for the 2025-2026: Attachment A

46. Approve CommonLit Subscription for BHS*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve CommonLit School Essentials Pro package for Bernards High School during the 2025-2026 school year, in the amount of \$3,850.

47. Approve NoRedInk Premium Subscription for BHS*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the NoRedInk premium subscription for student Writing curriculum, for Bernards High School, for the 2025-2026 school year, in the amount of \$9,637.50.

48. Approve Vocabulary.com Subscription for BHS*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Vocabulary.com subscription to support student Reading curriculum, for Bernards High School, for the 2025-2026 school year, in the amount of \$3,900.

BUSINESS OPERATIONS

A. Committee Report & Discussion - Mrs. Wry gave the report. The Committee met on May 7, 2025. The following items were discussed:

- Potential BHS Gym Floor Donation - Administration is currently doing its due diligence regarding a community member's offer of a donation to cover the sanding and refinishing of the lower gym floor at BHS. More information will be shared as it becomes available.

- Podcasting lab at BHS - Because there is no defined podcasting location at BHS, Dr. Brotschul has recommended that one be created in unused office space for the coming school year. This can be done at minimal cost and the committee agreed this should move forward.
- The Master Schedule at BHS - The administration at BHS has gone over the master schedule for 2025-2026 school year and reports there are fewer overloads than in past years.
- Olcott Lights - A purchase order has been cut for the ordering and installation of lights at Olcott Field so that we are now in line for the vendor. Barring unforeseen weather interruptions, the hope is for them to be up and working by Labor Day.
- American Red Cross Facility Use Agreement - A request has been made in conjunction with the BPD (Sgt. Tim Richard) and the American Red Cross to designate BHS an emergency shelter. The lower gym, wrestling room and the associated hallway will be used to fulfill this request on an as-needed basis. The committee agreed.
- Water Filling Stations at BMS - Dr. Brotschul recommended that 6 water filling stations be installed at BMS. The work will commence by custodial staff over the summer.
- Custodial & Maintenance and Organization - Dr. Brotschul and Mr. Liguori continue to consider the best way to organize these departments for optimal efficiency for the coming school year. Updates to follow.
- Unaffiliated Staff Contracts - Discussion was had regarding the annual contracts for the Assistant Superintendent and Business Administrator.
- Insurance Matters - There is a change to a subgroup of a Delta Dental insurance plan; however, coverage will remain equal to or better than what is currently offered.
- Public Budget Posting - The 2025-2026 budget that was adopted at the March meeting has been posted on the district website's homepage. All stakeholders are encouraged to examine its contents.
- RFP for Auditor - Dr. Brotschul and Mr. Liguori recommended that the district solicit an RFP for the district auditor contract as a function of best practice. The committee approved the request.
- Business Reorganization Agenda Review - Mr. Liguori took the committee through all the annual line items we will be approving at Tuesday's meeting. As the list is extensive, it is suggested that all Board members look them over and contact Mr. Liguori with any questions they may have.
- Website - Work on the new district website is progressing and remains on track to be rolled out in advance of the start of 2025-2026 school year.

B. Action Items: Mrs. Wry moved items #1-16, Mrs. Hoppe seconded.

Items #1, 3-6, 11, 13-16 were approved by roll call vote of 9-0. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Items #2, 7-10, 12 were approved by roll call vote of 8-0-1. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Gomez.

1. Board Secretary & Treasurer Reports & Board Certification*

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

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	\$10,293,691.72	\$10,293,691.72
(20) Special Revenue Fund	\$51,504.00	\$51,504.00
(30) Capital Projects Fund	\$114,058.25	\$114,058.25
(40) Debt Service Fund	\$(560,713.89)	\$(560,713.89)
Total Government Funds	\$9,898,540.08	\$9,898,540.08

(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 April 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	\$3,748,008.57
(20) Special Revenue Fund	\$88,272.18
(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	\$64,648.98
(90) Agency Fund	\$1,192,281.99
TOTAL	\$5,093,211.72

3. Payment of Bills*

WHEREAS, the Board Secretary has presented attached May 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	\$278,227.52
(20) Special Revenue Fund	\$52,089.84
(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	-
(90) Agency Fund	-
TOTAL	\$330,317.36

4. Approve 2024-2025 Budget Transfers*

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

5. 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 school:

	Non Public School	Description	Amount
	Far Hills Country Day School	CDW-G Verkada Door Access Controller and Equipment	\$2,369.61

6. Approve Joint Transportation Agreement*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Joint Transportation Agreement for the 2024-2025 school year. Somerset Hills School District shall serve as the Lead Educational Authority and Host District:

	District		Route Cost
a	South Bound Brook School District	Various Athletic and School Related Trips	\$300.00 for the 1st three (3) hours \$90.00 per hour each additional hrs Billed in ¼ hour increments plus tolls and parking. Charges are based on time to and from the bus garage.

7. Approve Board Secretary Tax Request Authorization: Borough of Bernardsville

RESOLVED, that the amount of taxes hereby certified as \$28,621,731.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2025-2026 school year from the Borough of Bernardsville and, be it further

RESOLVED, that the amount of taxes hereby certified as \$2,414,004.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2025-2026 school year from the Borough of Bernardsville, and, be it further

RESOLVED, that the Borough of Bernardsville is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$2,385,144.25	\$201,167.00	\$2,586,311.25
August	\$2,385,144.25	\$201,167.00	\$2,586,311.25
September	\$2,385,144.25	\$201,167.00	\$2,586,311.25
October	\$2,385,144.25	\$201,167.00	\$2,586,311.25
November	\$2,385,144.25	\$201,167.00	\$2,586,311.25

December	\$2,385,144.25	\$201,167.00	\$2,586,311.25
January	\$2,385,144.25	\$201,167.00	\$2,586,311.25
February	\$2,385,144.25	\$201,167.00	\$2,586,311.25
March	\$2,385,144.25	\$201,167.00	\$2,586,311.25
April	\$2,385,144.25	\$201,167.00	\$2,586,311.25
May	\$2,385,144.25	\$201,167.00	\$2,586,311.25
June	\$2,385,144.25	\$201,167.00	\$2,586,311.25
Total	\$28,621,731.00	\$2,414,004.00	\$31,035,735.00

8. Approve Board Secretary Tax Request Authorization: Borough of Far Hills

RESOLVED, that the amount of taxes hereby certified as \$1,699,784.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2025-2026 school year from the Borough of Far Hills, and be it further

RESOLVED, that the amount of taxes hereby certified as \$143,363.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during the 2025-2026 school year from the Borough of Far Hills, and be it further

RESOLVED, that the Borough of Far Hills is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$141,648.66	\$11,946.92	\$153,595.58
August	\$141,648.67	\$11,946.92	\$153,595.59
September	\$141,648.67	\$11,946.91	\$153,595.58
October	\$141,648.66	\$11,946.92	\$153,595.58
November	\$141,648.67	\$11,946.92	\$153,595.59
December	\$141,648.67	\$11,946.91	\$153,595.58
January	\$141,648.66	\$11,946.92	\$153,595.58
February	\$141,648.67	\$11,946.92	\$153,595.59
March	\$141,648.67	\$11,946.91	\$153,595.58
April	\$141,648.66	\$11,946.92	\$153,595.58
May	\$141,648.67	\$11,946.92	\$153,595.59
June	\$141,648.67	\$11,946.91	\$153,595.58
Total	\$1,699,784.00	\$143,363.00	\$1,843,147.00

9. Approve Board Secretary Tax Request Authorization: Borough of Peapack-Gladstone

RESOLVED, that the amount of taxes hereby certified as \$6,238,312.00 for the General Fund is the amount required by the Somerset Hills Board of Education to meet its obligations during the 2025-2026 school year from the Borough of Peapack/Gladstone and, be it further

RESOLVED, that the amount of taxes hereby certified as \$526,149.00 for the Debt Service Fund is the amount required by the Somerset Hills Board of Education to meet its debt obligations during

the 2025-2026 school years from the Borough of Peapack/Gladstone, and, be it further

RESOLVED, that the Borough of Peapack/Gladstone is required to deposit the funds with the Treasurer of School Moneys prior to the tenth of each month as indicated herein:

Month	General Fund	Debt Service	Total Amount Due
July	\$519,859.33	\$43,845.75	\$563,705.08
August	\$519,859.33	\$43,845.75	\$563,705.08
September	\$519,859.34	\$43,845.75	\$563,705.09
October	\$519,859.33	\$43,845.75	\$563,705.08
November	\$519,859.33	\$43,845.75	\$563,705.08
December	\$519,859.34	\$43,845.75	\$563,705.09
January	\$519,859.33	\$43,845.75	\$563,705.08
February	\$519,859.33	\$43,845.75	\$563,705.08
March	\$519,859.34	\$43,845.75	\$563,705.09
April	\$519,859.33	\$43,845.75	\$563,705.08
May	\$519,859.33	\$43,845.75	\$563,705.08
June	\$519,859.34	\$43,845.75	\$563,705.09
Total	\$6,238,312.00	\$526,149.00	\$6,764,461.00

10. Approve School Lunch and Breakfast Prices

RESOLVED, that the Somerset Hills Board of Education approve the 2025-2026 school lunch and breakfast prices:

School	Current Price	Recommended 2025-2026 Price
Bedwell Lunch	\$4.25	\$4.25
Bedwell Breakfast	\$2.50	\$2.50
BMS Lunch	\$4.35	\$4.35
BMS Breakfast	\$2.50	\$2.50

11. Approve School Lunch and Breakfast Prices*

RESOLVED, that the Somerset Hills Board of Education approve the 2025-2026 school lunch and breakfast price for Bernards High School:

School	Current Price	Recommended 2025-26 Price
BHS Lunch	\$4.50	\$4.50
BHS Breakfast	\$2.75	\$2.75

12. Approve Tuition Rates

RESOLVED, that the Somerset Hills Board of Education approve the 2025-2026 tuition rates:

Pre-K/Kindergarten	\$18,258.00
Bedwell	\$17,544.00
Middle School	\$19,584.00

13. Approve Tuition Rates*

RESOLVED, that the Somerset Hills Board of Education approve the 2025-2026 tuition rates:

High School	\$20,500.00
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14. Approve NJSIG Safety Grant Application and Award*

RESOLVED, the New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Somerset Hills Board of Education, hereinafter referred to as the “Educational Institution,” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED that: 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2025-2026 fiscal year in the amount of \$3,768.00 for the purposes set forth in their safety grant application; and, 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

15. Approve Special Education Medical Incentive (SEMI) Corrective Action Plan*

RESOLVED, in accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e), shall submit a SEMI action plan to the Executive County Superintendent for review and approval;

NOW THEREFORE, BE IT RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the submission of the SEMI Corrective Action Plan to the Somerset Executive County Superintendent.

16. Approve BHS as American Red Cross Shelter*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Bernards High School’s Lower Gym Lobby, Lower Gym, and Wrestling Room as an American Red Cross disaster shelter to conduct emergency, disaster-related activities.

C. Business Operations Old Business / New Business - none.

CURRICULUM

A. Committee Report & Discussion - There was no Curriculum committee this month.

B. Action Items: Ms. Gils moved items #1-8, Mrs. Wry seconded.

Items #2, 4, 6-8 were approved by roll call vote of 9-0. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Items #1, 3, 5 were approved by roll call vote of 8-0-1. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Gomez.

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	BMS	Chaffee, Salome	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
b	BES	Falzarano, Sarah	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
c	BMS	Filieri, Michael	Field Trip Chaperone	6/4/25	\$0
d	BMS	Garofalo, Lisa	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
e	BMS	Georgiana, Michael	Field Trip Chaperone	6/2/25	\$0
f	BES	Gutierrez, Tatiana	NJ Teachers of English to Speakers of Other Languages/NJ Bilingual Educators, Inc. 2025 Spring Conference	5/20/25	\$390
g	BES	Hall, Kristine	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
h	BMS	King, Brian	Field Trip Chaperone	6/2/25	\$0
i	BES	Koellhoffer, Keith	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
j	BMS	Koletar, Jenny	Field Trip Chaperone	6/4/25	\$0
k	BMS	McGovern, Danielle	Field Trip Chaperone	6/2/25	\$0
l	BES	O'Day, Lauren	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
m	BMS	Porter, Shane	Field Trip Chaperone	6/2/25	\$0
n	BMS	Snyder, Jason	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
o	BMS	Snyder, Jason	Field Trip Chaperone	5/26/25	\$0
p	BMS	Tchorz, Valerie	Field Trip Chaperone	6/2/25	\$0
q	BES	Therriault, Justin	Field Trip Chaperone	5/16/25	\$0
r	BMS	Tynan, Jessica	Field Trip Chaperone	6/4/25	\$0
s	BES	Wagner, Allie	Field Trip Chaperone	5/21/25	\$0

t	BES	Zaborowski, Donna	Fairleigh Dickinson University - Center for Dyslexia Studies Summer Workshops 2025	7/22/25, 7/29/25	\$105
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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:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BHS	Acuna, Heiner	Field Trip Chaperone	5/28/25	\$0
b	District	Brotschul, Brian	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
c	BHS	Carmon, Dave	Field Trip Chaperone	5/20/25	\$0
d	BHS	Carmon, Dave	Field Trip Chaperone	6/4/25	\$0
e	BHS	Chang, Newstein	Field Trip Chaperone	5/28/25	\$0
f	District	Cicenia, Amy	NJ Association of School Business Officials Accounts Payable Workshop	5/20/25	\$155.81
g	BHS	Clark, Kelly	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
h	BHS	Colina, Michelle	Field Trip Chaperone	5/22/25	\$0
i	BHS	Dolson, Margaret	Field Trip Chaperone	5/29/25	\$0
j	BHS	Falletta, LuAnn	College Board AP Calculus Reading	6/11/25- 6/17/25	\$0
k	BHS	Ferrara, James	Field Trip Chaperone	5/29/25	\$0
l	BHS	Garay, Janet	Field Trip Chaperone	6/4/25	\$0
m	BHS	Medina, Pilar	Field Trip Chaperone	6/4/25	\$0
n	BHS	Mountney, Cassandra	Field Trip Chaperone	5/28/25	\$0
o	BHS	Neigel, Scott	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
p	BHS	O'Brien, Janice	Capacity Building Training - Bernardsville, NJ	5/27/25	\$0
q	BHS	O'Brien, Janice	Field Trip Chaperone	5/20/25	\$0
r	BHS	Palmere, Lilian	Field Trip Chaperone	5/28/25	\$0

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
s	District	Riccio, Frank	2025 Educational Services Commission of NJ Vendor Expo	5/21/25	\$0
t	District	Riccio, Frank	School Transportation Supervisors of NJ General Meeting	6/4/25	\$0
u	BHS	Sosely, Anna	Stevens Institute of Technology College Counselors Consortium Meeting and Campus Visit	5/28/25	\$12.88
v	BHS	Spautz, Daniel	Field Trip Chaperone	5/21/25	\$0
w	BHS	Stolarz, Lizabeth	Stevens Institute of Technology College Counselors Consortium Meeting and Campus Visit	5/28/25	\$34.78
x	BHS	Taesler, Rachael	Field Trip Chaperone	5/10/25	\$0
y	BHS	Taesler, Rachael	Field Trip Chaperone	5/26/25	\$0
z	BHS	Taesler, Stephen	Field Trip Chaperone	5/26/25	\$0
aa	BHS	Volosin, Lauren	Tomorrow's Teachers - Experiencing Education Virtual Training	7/10/25	\$350
bb	BHS	Wertman, Suzanne	Field Trip Chaperone	5/20/25	\$0
cc	BHS	Wertman, Suzanne	Field Trip Chaperone	6/4/25	\$0

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	New York, NY	110	8	14
b	BMS	Bernards High School - Bernardsville, NJ	115	6	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	Bernardsville Center - Bernardsville, NJ	60	4	0
b	BHS	Community in Crisis - Bernardsville, NJ	5	2	0

c	BHS	Liberty Science Center - Jersey City, NJ	2	2	0
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5. Approve Professional Development Program

RESOLVED, that the Somerset Hills Board of Education approve the contract for Advancing Literacy for Bedwell and Bernardsville Middle School for the 2025-2026 school year, in the amount of \$35,450, with partial funding from Title II federal grant.

6. Approve Professional Development Program*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the contract for LLamame for professional development in sheltered instruction strategies to support content area teachers in working with multilingual students for the 2025-2026 school year in the amount of \$5,000, funded by Title II and Title III federal grant.

7. Approve Ellevation Learning Management System*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Ellevation Learning Management System for multilingual students for the 2025-2026 school year in the amount of \$14,000, with funding by Title III federal grant.

8. Approve Professional Development Program*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the contract for Lift As We Climb Consulting, LLC, for professional development in sheltered instruction and bilingual program coaching for the 2025-2026 school year in the amount of \$18,400, funded in part by Title III federal grant.

C. Curriculum Old Business / New Business - Mrs. Gomez asked a question on field trips. Mrs. Hoppe asked two questions about graduation pertaining to awarding of diplomas and wearing gowns. Dr. Brotschul indicated the graduation issues would be taken up in a future Policy committee meeting.

PERSONNEL

A. Committee Report and Discussion: Ms. Ballard gave the report. The Committee met on May 8, 2025. The following items were discussed:

- As mentioned in the previous meeting, there is a possible reorganization of the current custodial and maintenance organizational chart. To that end, the district will assign the duties of a recently resigned custodial foreman to the director of operations on a temporary basis. This is a stipended position, which appears on this month's agenda.
- Non renewal meetings were held last Friday.
- Non affiliated contracts were sent to the NJDOE.
- Dr. Brotschul shared summer work hours for 2025. These hours begin the week of June 16, 2025 and end August 18, 2025. The schedule is a four day workweek (Monday-Thursday) with thirty minutes for lunch each day. Vacation, Personal, Family Illness and Sick Days are counted as one (1) full day.

B. Action Items: Ms. Ballard moved items #1-9, Ms. Gils seconded.

Items #2, 4-5, 7-9 were approved by roll call vote of 9-0. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Items #1, 3, 6 were approved by roll call vote of 8-0-1. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Gomez.

1. Accepts Resignation

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

	Employee	School	Position	Effective
a	Villagra, Crystal	BMS	Special Education Paraprofessional PARA.DIST.RR.NA.04	5/16/25
b	Rivers, Denise	BES	PreSchool Teacher TCH.ES.PREK.00.03	6/30/25

2. Accepts Resignation*

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

	Employee	School	Position	Effective
a	Rodriguez, Brienne	BHS	MLL Teacher TCH.HS.ESL.NA.03	6/30/25
b	Palma, Joseph	BHS	Permanent Substitute	4/30/25

3. Approve Appointment Certified Staff

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following non-tenured certificated staff for the 2025-2026 school year; step and salary may be adjusted upon contract ratification, *subject to further investigation pursuant to law*:

	Name	School	Position/UPC	Step	Level	Salary	Replace	Effective
a	Kellett, Ashley	BMS	School Psychologist TCH.HS.CST.NA.03	10	MA+45	\$86,160	new	9/1/25 pending clearance
b	Matos, Gabriela	BES	Special Education Teacher TCH.ES.RERM.NA.02	1-2	BA	\$65,540	new	9/1/25 pending clearance

4. Approve Appointment Certified Staff*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following non-tenured certificated staff for the 2025-2026 school year; step and salary may be adjusted upon contract ratification, *subject to further investigation pursuant to law*:

	Name	School	Position/UPC	Step	Level	Salary	Replace	Effective
a	Noland, Desiree	District	BCBA TCH.ES.BCBA.NA.01	18	MA+45	\$104,135	new	9/1/25 pending clearance

5. Amend Appointment Leave Replacement*

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

	Name	School	Position	Level	Step	Salary	Replace	Effective
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a	Lucas, Kerry	District	Maintenance MNT.DIST.MTCE.NA.01.LR	N/A	10	\$68,213 <i>prorated</i>	6470	5/1/25 5/6/25 - 6/30/25
b	Singh, Paul	BHS	Counselor TCH.HS.GUID.NA.01.LR	MA	3-4	\$72,390 <i>prorated</i>	9835	4/7/25 - 5/20/25 6/19/25

6. Amend Leave of Absence

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

	Employee #	School	Position	Type of leave	Date of Leave/Notes
a	9874	BMS	Certified Staff	FMLA Intermittent FMLA FMLA Anticipated Return	03/03/25-03/14/25 (unpaid w/benefits) 03/15/25- 03/27/25 03/28/25 (unpaid w/benefits) 03/29/25- 05/04/25 05/01/25 (unpaid w/benefits) 03/28/25 05/05/25 05/02/25
b	9878	BES	Certified Staff	Sick/Disability FMLA Anticipated Return	04/28/25-05/17/25 (paid disability w/ benefits) 05/18/25-10/18/25 (unpaid w/ benefits) 10/20/25

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	Date of Leave/Notes
a	9835	BHS	Certified Staff	Sick FMLA	04/07/25- 05/05/25 05/08/25 (paid w/ benefits) 05/06/25 - 05/20/25 05/09/25-6/23/25 (unpaid w/benefits)

8. Approve Stipend Position*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following stipend position for the 2024-2025 school year:

	Name	Position	Stipend	Effective
a	Riccio, Frank	Director of Operations for Custodial Foreman Duties	\$2,000/month (prorated)	5/8/25

9. 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	Crow, Matthew	Teacher/Paraprofessional	County Substitute Certificate	5/14/25 <i>Pending clearance</i>
b	Karger, Rebecca	Teacher/Paraprofessional	County Substitute Certificate	5/14/25 <i>Pending clearance</i>
c	Olsen, Ryan	Teacher/Paraprofessional	County Substitute Certificate	5/14/25 <i>Pending clearance</i>
d	Coheleach, Ilona	Custodian	n/a	5/14/25

C. Personnel Old Business / New Business - none.

XV. POLICY

- A. Committee Report and Discussion: Ms. Ballard reported that on the policy agenda once again were P0164: Conduct of Board Meeting and P5511 Dress and Grooming. Several committee members were absent this month, so we tabled discussions on these topics until the entire committee was present to ensure a more robust dialogue.
- B. Policy Old Business / New Business: none, other than a reminder about the graduation discussion from earlier.

XVI. STUDENT SERVICES

- A. Committee Report and Discussion: Mrs. Santoro gave the report. The Committee met on May 5, 2025. The following items were discussed:
- Athletics
 - The committee had a general discussion about athletics from an equity and student experience perspective. There seems to be inconsistency with regards to the experience students have participating in various sports and the committee believes that there is much to be gained from an overall program/standardization in athletics. We want students to have a consistent experience regardless of the team they are on and standards will help to align this goal.
 - The committee discussed setting goals and objectives that focus on delivering the best possible experience for students. After the common goal/objective is developed standards and operating procedures should be derived, coaches should be trained and a system of accountability implemented.
 - The committee broached the topic of cut versus no-cut policies and are looking for recommendations from our Administration on whether a no-cut policy is still the most appropriate policy for our district. The committee would like to better understand why we have a no-cut policy? Is it meeting the objectives of why it is in place? In areas where we have had to implement cuts due to the amount of participants, what are we seeing, how are kids reacting, what is their experience, etc.
 - From an equity perspective, it is critical that all athletes are receiving equality as far as coaching, field use etc.
 - Dr. Brotschul is going to consider the Board's objectives and perspectives and provide the committee with feedback and determine the most appropriate path forward to meet these objectives.
 - HIB Matters
 - Based on a request in Executive the committee looked at HIB data and trends. SHSD takes HIB and all disciplinary matters seriously and as such we want to make sure that we are watching trends and dealing with topics systemically with our student body as we see them appear.
 - The committee discussed a summary of founded HIBs and what they are based on.
 - The committee discussed whether the Administration feels that given the increase in behavioral challenges since covid overall, our disciplinary and code of conduct adequately allows staff to handle these situations. At this point, Dr. Brotschul feels they are appropriately aligned.
 - The Board would like to keep driving to address social challenges and ensure that our culture and climate is one in which all students feel safe and welcome and can learn to the best of their ability.
- B. Action Items: Ms. Cooper moved items #1-3, Mrs. Wry seconded.

Item #1 was approved by roll call vote of 5-0-4. Voting: Ayes: Ms. Ballard, Ms. Cooper, Ms. Gils, Mrs. Wry, Mrs. Frenda. Abstain: Ms. Clark-Emery, Mrs. Gomez, Mrs. Hoppe, Mrs. Santoro.

Item #2 was approved by roll call vote of 7-0-2. Voting: Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gils, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Gomez, Mrs. Hoppe.

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

1. HIB Report

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on April 30, 2025, and upheld the findings and/or consequences recommended by the Superintendent:

School	Report #	Outcomes
BES	27	Founded
BES	30	Unfounded
BES	31	Unfounded
BMS	20	Unfounded
BMS	21	Unfounded
BMS	22	Founded
BMS	23	Unfounded
BMS	24	Unfounded
BMS	25	Unfounded
BMS	26	Unfounded
BMS	27	Unfounded

HIBs to Date (24-25 SY)	Founded	Unfounded	Split	Total
BES	5	24	2	31
BMS	6	20	1	27

2. HIB Report*

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on April 30, 2025, and upheld the findings and/or consequences recommended by the Superintendent:

School	Report #	Outcome
BHS	24	Founded

BHS	25	Founded
BHS	26	Founded
BHS	27	Founded
BHS	28	Founded
BHS	29	Unfounded
BHS	30	Founded
BHS	31	Founded
BHS	32	Founded
BHS	33	Unfounded
BHS	34	Unfounded
BHS	35	Founded
BHS	36	Unfounded

HIBs to Date (24-25 SY)	Founded	Unfounded	Total
BHS	18	18	36

3. Amend Finding of BHS HIB #24*

RESOLVED, that the previous determination regarding BHS HIB #24 has been amended.

C. Student Services Old Business / New Business - none.

Board Announcements

- Ms. Ballard commented that the recent Intergenerational Prom was wonderful and was grateful to all organizers.
- Mrs. Wry dovetailed on Ms. Ballard's comments, saying she sat with engaging students and had a nice time.
- Mrs. Santoro thanked SHEF regarding the Pug Mill, and also praised the puzzle idea for indoor recess, which was part of Dr. Brotschul's presentation.
- Mrs. Gomez indicated it was wonderful honoring the retirees and commented on an upcoming May Day commitment ceremony at the Polo Grounds.
- Mrs. Hoppe also said the retirement ceremony was beautiful.

Public Comments - none.

Seeing no one from the public, Mrs. Santoro moved to close public comments. Mrs. Gomez seconded.

Executive Session

Mrs. Gomez made a motion to go to Executive Session for approximately one hour at 9:19 pm. Mrs. Wry 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: Student Matters, Personnel, and CSA Evaluation.

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.

Dr. Butler and Mr. Liguori recused themselves at 9:19 pm. Mrs. Hoppe recused herself at 9:30 pm. Dr. Brotschul recused himself at 9:50 pm.

Mrs. Wry made a motion to return to Public Session at 10:38 pm. Mrs. Gomez seconded.

Adjournment

Mrs. Wry moved to adjourn the meeting at 10:39 pm. Ms. Ballard seconded the motion. All in favor. Ayes: 9-0.

Respectfully submitted,

Richard D. Liguori
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)