

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

**Call to Order & Welcome**

Welcome to a meeting of the Board of Education of Somerset Hills. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act: (Chapter 231 Laws of 1975), and that advance notice required therein has been provided. This is a meeting of the Board of Education of Somerset Hills at which formal action may be taken. The public will have an opportunity to be heard as shown on the Agenda.

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

**Roll Call**

**Present:**

Mr. Baker  
Ms. Ballard  
Ms. Clark-Emery (arrived 6:40 p.m.)  
Ms. Cooper  
Ms. Gils (arrived 6:33 p.m.)  
Ms. Gomez (arrived 7:05 p.m.)  
Mrs. Hoppe  
Mrs. Santoro  
Mrs. Wry  
Mrs. Frenda

**Also Present:**

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

Absent: None

**Board Norms**

**Before a Meeting**

- 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.

<ul style="list-style-type: none"><li>● 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.</li></ul>
<b>During a Meeting</b>
<ul style="list-style-type: none"><li>● No active use of phones in executive sessions or at the board table.</li><li>● Why speaking/why not?</li><li>● Value all voices; everyone has a chance to respond while being respectful of others.</li><li>● Non-repetition of issues/debate by the same individual until all have had the opportunity to speak.</li><li>● Signal to the board president to speak, the board president acknowledges the next speaker to allow uninterrupted opinions with time in mind.</li><li>● No surprises to the board or administration.</li></ul>
<b>After a Meeting</b>
<ul style="list-style-type: none"><li>● Support the outcomes determined by the majority while ensuring that minority voices are acknowledged.</li><li>● Abide by your responsibilities as a board member and be respectful of administrative and board time constraints.</li><li>● Be dedicated to supporting and attending school functions.</li><li>● Strive to develop professionally as individual board members and as a Board.</li><li>● Remember that students are always at the center of our decisions.</li></ul>

**District Goals**

<b>2024-2025 District Goals</b>
<ul style="list-style-type: none"><li>● <b>Academic</b><ul style="list-style-type: none"><li>○ 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.</li><li>○ 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.</li></ul></li><li>● <b>Facilities</b><ul style="list-style-type: none"><li>○ To prioritize planning for STEM/Robotics/CTE curriculum, develop a prioritized long-range facility plan and cost estimates by November 2024.</li></ul></li><li>● <b>Community Integration</b><ul style="list-style-type: none"><li>○ 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</li></ul></li></ul>

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**

Ms. Ballard made a motion to go to Executive Session at 6:31 p.m.. 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: 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 at 7:25 p.m. Ms. Gils left the meeting at 7:25 p.m.

### **Pledge of Allegiance**

### **Report of the Superintendent**

1. Student Representatives’ Report: BMS representatives Teddy deGrandpré and Owen Finnerty and BHS representative Nora Jurezak gave their reports.

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2. Recognition of BHS Pinnacle Staff: Dr. Brotschul congratulated Ms. Snyder and the Pinnacle staff for being award ‘*First Place with Special Merit*’ in the American Scholastic Press Association Review and an ‘*Excellent rating*’ in the NCTE REALM contest. The following students, both past and present, were then recognized:

Lila Beckerman	Joseph Kalinowski	Iniya Saravanan
Marley Beers	Georgia Kissel	Abigail Sebastian
Lilah Friedman	Robert Lopez	Pradnesh Thoppay
Jessica Fu	Stella MacDonald-Salerno	Fiona Vitali
Emma Grau	Kayli McGowan-Kinney	Rose Costello
Vanshika Gupta	Joseph Morandi	Giana Galesi
Julia Haas	Alana Natilli	Ava Highland
Olivia Highland	Emily Panjachanichana	Brianna Ho
Ayla Johnson	Charles Quinn	Morgan Sikes

A Resolution honoring (BHS Pinnacle Staff) for publication excellence on the *2023-2024 Pinnacle* literary magazine.

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, (BHS Pinnacle Staff) is part of Bernards High School and serves as an inspiration to peers and staff members alike;

WHEREAS, (BHS Pinnacle Staff) 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 (BHS Pinnacle Staff) for being awarded the highest designation, First Place

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with Special Merit, in the *American Scholastic Press Association Review* contest, as well as an Excellent rating in the NCTE REALM contest.

When the Somerset Hills Board of Education adjourns this day, it does so in honor of the achievements earned by **(BHS Pinnacle Staff)**.

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 February 2025.

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Samantha Frenda  
Board of Education President

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

3. Board Recognition: Retirees

WHEREAS, Laurie Heppes has been employed from September 1984 through June 2025 as an Elementary School Teacher; and

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

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

WHEREAS, John Lallis has been employed from January 1996 through February 2025 as a High School Teacher; and

WHEREAS, he exemplified expertise, commitment, and professionalism in his duties;

NOW THEREFORE BE IT RESOLVED, that the Somerset Hills School District and Board of Education recognize John Lallis' retirement effective March 1, 2025, and extend to him congratulations and best wishes for a happy, healthy, and enjoyable retirement.

4. FY 24 Audit Presentation: Auditors, Wayne Miller and Joseph Stout of the district's auditing firm, Suplee, Clooney & Company LLC, presented the district's audit as of June 30, 2024.

5. Dr. Brotschul's Update

**Public Comments for Actionable Agenda Items**None. Seeing no one from the public, Mrs. Santoro moved to close public comments, Mrs. Wry seconded.

**APPROVAL OF MINUTES\***

1. Approval of Minutes\*

RESOLVED, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for January 2, 2025 and January 22, 2025.

The January 2, 2025 minutes were approved by a roll call vote of 8-0-1. Mrs. Wry moved item #1 and Mrs. Hoppe seconded. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Hoppe, Santoro, Wry, Frenda, with Ms. Gomez abstaining.

The January 22, 2025 minutes were approved by a roll call vote of 9-0-0. Mrs. Wry moved item #1 and Mrs. Hoppe seconded. Voting: Ayes: Baker, Ballard, Clark-Emery, Cooper, Gomez, Hoppe, Santoro, Wry, Frenda.

**BUSINESS OPERATIONS**

- A. Committee Report & Discussion: Mr. Baker gave the report. The Committee met February 5, 2025 and on February 18, 2025. The following items were discussed:
- Representatives from Phoenix Advisors met with the Committee and reviewed the financial components of a proposed referendum, as well as the option of a second question and the importance of a good bond rating.
  - Discussed the budget and the impact of State Aid to be released next Thursday.
  - The Budget Retreat is scheduled for Saturday, March 15, 2025.
  - Dr. Brotschul recommended the Committee apply for the grant to perform a regionalization study with Bedminster.
  - Met with the architect who gave the Committee a presentation.

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

Items #1 and #6-15 were approved by roll call vote of 9-0-0. Voting: Ayes: Mr. Baker, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Items #2-5 were approved by roll call vote of 8-0-1. Voting: Ayes: Mr. Baker, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gomez, Mrs. Hoppe, Mrs. Wry, Mrs. Frenda; Abstentions: Mrs. Santoro.

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 January 2025 showing the following balances:

<b>FUND</b>	<b>Board Secretary Cash Balance (1)</b>	<b>Treasurer Cash Balance (2)</b>
(10) General Fund	\$11,828,970.87	\$11,828,970.87
(20) Special Revenue Fund	\$23,634.29	\$23,634.29
(30) Capital Projects Fund	\$114,058.25	\$114,058.25
(40)Debt Service Fund	971,759.82	\$971,759.82
<b>Total Government Funds</b>	<b>\$12,938,423.23</b>	<b>\$12,938,423.23</b>

(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 over expended 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 January 2025 check registers 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	\$3,268.14
(20) Special Revenue Fund	-
(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	-
(90) Agency Fund	-
<b>TOTAL</b>	<b>\$3,268.14</b>

3. Payment of Bills\*

WHEREAS, the Board Secretary has presented attached January 2025 check registers 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	-
(20) Special Revenue Fund	-
(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	-
(90) Agency Fund	\$3,243.44
<b>TOTAL</b>	<b>\$3,243.44</b>

4. Payment of Bills\*

WHEREAS, the Board Secretary has presented attached January 2025 check registers 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	\$3,031,013.67
(20) Special Revenue Fund	\$611.20

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(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	-
(90) Agency Fund	\$1,178,790.59
<b>TOTAL</b>	<b>\$4,210,415.46</b>

5. Payment of Bills\*

WHEREAS, the Board Secretary has presented attached February 2025 check registers 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:

<b>FUND</b>	
(10) General Fund	\$594,019.65
(20) Special Revenue Fund	\$49,840.91
(30) Capital Projects Fund	-
(40) Debt Service Fund	-
(60) Cafeteria Fund	\$75,542.84
(90) Agency Fund	-
<b>TOTAL</b>	<b>\$719,403.40</b>

6. Approve 2024-2025 Budget Transfers\*

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

7. Approve Amended 2024-2025 Non-Public Security Aid\*

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

	<b>Non-Public School</b>	<b>Description</b>	<b>Amended Amount</b>
a	Far Hills Country Day School	TriState Golf Carts EZGO Express L6 Electric	\$15,197.15

8. 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:

	<b>Non-Public School</b>	<b>Description</b>	<b>Amount</b>
a	School of St. Elizabeth	Lenovo Thinkpads for video surveillance system	\$2,600.82

9. Approve 2024-2025 Non-Public Technology Aid\*

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

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following school:

	<b>Non-Public School</b>	<b>Description</b>	<b>Amount</b>
a	School of St. Elizabeth	Epson Projector and speakers	\$1,947.46

10. Acceptance of 2023-2024 Audit \*

WHEREAS, the Somerset Hills Board of Education engaged the firm of Suplee, Clooney and Company to conduct a yearly audit of the district's financial records; and

WHEREAS, the firm audited these records for the 2023-2024 school year;

NOW THEREFORE BE IT RESOLVED that the minutes reflect that the Somerset Hills Board of Education reviewed the 2023-2024 Audit Report, and

BE IT FURTHER RESOLVED that the Board Secretary be directed to file the necessary reports with the State Department of Education.

Recommendation:

11. Approve Corrective Action Plan \*

Resolved, that the Somerset Hills Board of Education approve the Corrective Action Plan for the 2023-2024 Audit.

<b>Recommendation Number</b>	<b>Corrective Action To Be Approved By The Board</b>	<b>Mention of Implementation</b>	<b>Person Responsible For Implementation</b>	<b>Completion Date of Implementation</b>
24-001	District should take measures to ensure that the analysis of balance for the High School Student Activity Fund agrees with the reconciled bank balance.	Review account year-to-date, working with auditor to make applicable adjustments.	Business Administrator	June 30, 2025

12. Approve Parent Organization Fundraiser\*

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

	<b>Organization</b>	<b>School</b>	<b>Event</b>	<b>Date</b>
a	PAC Parents	BHS	Customer Assistance at ShopRite	2/23/25 & 3/2/25

13. Approve GSCS Membership\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Garden State Coalition of Schools membership, for the 2024-2025 school year, at a prorated amount of \$1,250.

14. Approve Special Education Providers\*

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

	<b>Provider</b>	<b>Services</b>	<b>Location</b>	<b>Cost</b>	<b>Not to Exceed Amount</b>
a	Bergen County Special Services School District	Educational Audiology	Paramus, NJ	\$975.00	\$2,500.00
b	Bergen County Special Services School District	Teacher of the Deaf Consultation	Paramus, NJ	\$510.00	\$2,500.00

15. Approve International Exchange Student\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the international exchange student from Italy to attend Bernards High School for the dates determined by the Superintendent for the 2025-2026 school year.

**CURRICULUM**

A. Committee Report & Discussion: Ms. Cooper gave the report. The Committee met on February 4, 2025 and discussed the following items:

- Presentation by Dr. Edgerton on Math sequencing, alignment, achievement and transitioning and its challenges between the middle school and the high school.
- Discussed developments in instruction related to Asian-American and Pacific Islander contributions to US history and our community.
- Discussed the implications of recent Federal actions.

B. Action Items #1-10: Ms. Cooper moved items #1-10, Mrs. Cooper seconded.

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

Items #2, 4 and 6-10 were approved by roll call vote of 9-0-0. Voting: Ayes: Mr. Baker, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

C. Curriculum Old Business / New Business: None.

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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	Andino, Alex	Field Trip Chaperone	5/19/25	\$0
b	BMS	Clark, Michelle	Field Trip Chaperone	5/19/25	\$0
c	BMS	Filieri, Michael	NJ State Interscholastic Athletic Association Wrestling Individuals Tournament	3/6/25-3/8/25	\$941.74
d	BMS	Fitzgerald, Marianne	Field Trip Chaperone	5/19/25	\$0
e	BMS	Freda, Michele	Field Trip Chaperone	5/19/25	\$0
f	BMS	Rounsaville, Julie-Ann	Field Trip Chaperone	5/19/25	\$0
g	BMS	Russo, Dawn	Field Trip Chaperone	5/19/25	\$0
h	BMS	Wells, Kelly	Field Trip Chaperone	5/19/25	\$0

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	District	Barna, Lindsay	Insight Manville Professional Development Conference	3/7/25	\$0
b	District	Barna, Lindsay	Women in Leadership Committee Spring Networking Gathering	5/9/25	\$0
c	District	Catelli, Michael	CivicsNJ Coalition	3/11/25	\$0
d	BHS	Ellis, Amanda	Crossroads4Hope - Annual Conference on Cancer	3/21/25	\$0
e	BHS	Ellis, Amanda	Raritan Valley Community College Annual Counselors Program	3/7/25	\$0

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f	BHS	Hoppe, Michael	Empowering Leadership: Driving Athletic Excellence Through Innovation	3/10/25-3/14/25	\$1571.73
g	BHS	Hunkele, Heather	Field Trip Chaperone	2/27/25	\$0
h	District	Koransky, Jamie	7th Annual Innovations in Special Education Technology Conference (I-SET Conference)	3/14/25	\$166.60
i	BHS	Pistilli-Urena, Jaelyn	Field Trip Chaperone	2/22/25, 2/23/25	\$0
j	BHS	Riley, Pat	NJ State Interscholastic Athletic Association Wrestling Individuals Tournament	3/6/25-3/8/25	\$291.82
k	BHS	Ryersen, Kathleen	Using AI Tools to Improve Special Education Student Learning and Increase Teacher Productivity	3/24/25	\$295
l	BHS	Stolarz, Lizabeth	Rider University Counselor Breakfast	3/27/25	\$0
m	BHS	Taesler, Stephen	Field Trip Chaperone	5/10/25	\$0
n	BHS	Volosin, Lauren	Field Trip Chaperone	TBD (Mar.2025)	\$0
o	BHS	Volosin, Lauren	Field Trip Chaperone	TBD (Feb.2025)	\$0
p	District	Walker, Jaime	LEGAL ONE: Anti Bullying Specialist Online Certificate Program	TBD	\$500
q	BHS	Young, Joseph	Field Trip Chaperone	4/3/25	\$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	BES	Environmental Education Center - Basking Ridge, NJ	47	4	9
b	BES	Environmental Education Center - Basking Ridge, NJ	32	2	6
c	BMS	Adventure Aquarium - Camden, NJ	101	8	15

4. Approve Field Trips\*

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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	Rutgers University - New Brunswick, NJ	25	1	1
b	BHS	Bernardsville Middle School/Bedwell Elementary School - Bernardsville, NJ	5	1	0
c	BHS	Bernardsville Middle School/Bedwell Elementary School - Bernardsville, NJ	5	1	0
d	BHS	Delaware Valley High School - Frenchtown, NJ	10	1	0
e	BHS	Fairview Farms - Bedminster, NJ	30	2	0
f	BHS	Dorney Park - Allentown, PA	45	3	1

5. Rescind Professional Development/School Business

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the following professional development/school business, which was approved on January 22, 2025:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BMS	Boudreau, Derek	Field Trip Chaperone	2/12/25	\$0
b	BMS	Chaffee, Salome	Field Trip Chaperone	2/12/25	\$0
c	BMS	Incedon, Cassandra	Field Trip Chaperone	2/12/25	\$0
d	BMS	Mahlik, Phil	Field Trip Chaperone	2/12/25	\$0

6. Authorize Development of Comprehensive Equity Plan for 2025-2028\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorize the Affirmative Action Team to conduct the needs assessment and develop a Comprehensive Equity Plan for 2025-2028.

7. Approve Professional Development Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Philip Seyfried to provide professional development on artificial intelligence for district staff during the 2024-2025 school year, in the amount of \$3,000.

8. Approve Professional Development Program\*

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RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Lift As We Climb to provide professional development on Multilingual Learner Instruction for district staff during the 2024-2025 school year, in the amount of \$2,600.

9. Approve Professional Development Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve Rutgers University Behavioral Health Care to provide professional development on motivational interviewing for district staff during the 2024-2025 school year, in the amount of \$750.

10. Approve Professional Development Program\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the contract with Advancing Literacy to provide onsite professional development and coaching, in the amount of \$3,150.

**PERSONNEL**

A. Committee Report and Discussion: Ms. Ballard reported that personnel motions on tonight’s agenda were reviewed at the last meeting.

B. Action Items #1-19: Ms. Ballard moved items #1-19, Mrs. Santoro seconded.

Items #1, 4, 7, 9, 11, 13-18 were approved by roll call vote of 8-0-0. Voting: Ayes: Mr. Baker, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Items #2, 4, 5, 6, 8, 10, 12, 19 were approved by roll call vote of 9-0-0. Voting: Ayes: Mr. Baker, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

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 employee:

	Employee	School	Position	Effective
a	Laurie HeppesXII	BES	Teacher TCH.ES.ELEM.KD.03	7/1/25

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
a	Lallis, John	BHS	Teacher TCH.HS.HIST.NA.06	3/1/25

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3. Amend Appointment Leave Replacement\*

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

	Name	School	Position	Level	Step	Salary	Replace	Effective
a	Coleman, Christine	BHS	Math TCH.HS.MATH.NA.03.LR	MA	9	\$76,590 <i>prorated</i>	8689	2/3/25 <del>1/23/25</del> - 6/30/25

4. Amend Appointment Leave Replacement

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

	Name	School	Position	Level	Step	Salary	Replace	Effective
a	Vitale, Shannon	BES	Teacher TCH.ES.ELEM.03.05.LR	BA	1-2	\$65,540 <i>prorated</i>	9095	2/18/25 - 6/30/25 <i>tbd pending clearance</i>

5. Approve Appointment Leave Replacement\*

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

	Name	School	Position	Level	Step	Salary	Replace	Effective
a	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 <i>pending clearance</i>

6. Approve Appointment Non-Certified Staff\*

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

	Name	School	Position	Salary	Replace	Effective
a	Cicenia, Amy	District	Accounts Payable SEC.DIST.APAY.NA.01	\$73,500 <i>prorated</i>	Galuppo	4/14/25 <i>pending clearance</i>

7. Approve Transition Days

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

	Employee	School	Position	Days	Per Diem Rate
a	Vitale, Shannon	BES	Teacher	2	\$327.70

8. Approve Transition Days\*

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

	Employee	School	Position	Days	Per Diem Rate
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a	Coleman, Christine	BHS	Math Leave Replacement	2	\$382.95
b	Cicenia, Amy	District	Accounts Payable	2	\$306.25

9. Amend Co-Curricular Position

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the following co-curricular position for the 2024-2025 school year

	Name	School	Season	Position	Stipend
a	Ciocco, Jared	BHS	24-25 Sch Yr	Class Advisor: Freshman 50% 100%	\$1,499.30 \$2,998.60

10. Approve Co-Curricular & Athletic Position\*

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

	Name	School	Season	Position	Stipend
a	Pasqua, Jaclyn	BHS	24-25 Sch Yr	Class Advisor: Freshman 50%	\$1,499.30
b	McDowell, Caroline	BHS	Spring	Track & Field: M/W Assistant	\$6,204.00
c	Palmieri, Jeremy	BHS	Spring	Softball: Assistant (FR) 50%	\$2,895.20
d	Froysland, Megan	BHS	Spring	Softball: Assistant (FR) 50%	\$2,895.20
e	Yates, Alexandra	BHS	Spring	Lacrosse: Women's Assistant (JV)	\$6,204.00 <i>pending approval</i>
f	Ryan, Cathy	BHS	Spring	Volunteer: Women's Lacrosse	\$0 <i>pending approval</i>
g	Schaufler, Albert	BHS	Spring	Volunteer: Men's Lacrosse	\$0 <i>pending approval</i>

11. Approve Co-Curricular Positions

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

	Name	School	Season	Position	Stipend
a	Andino, Alex	BMS	24-25 Sch Yr	Homework Hub <i>Funded by Muni Alliance Grant</i>	\$61.12/hr
b	Geyer, Julie	BMS	24-25 Sch Yr	Homework Hub <i>Funded by Muni Alliance Grant</i>	\$61.12/hr
c	McGovern, Danielle	BMS	24-25 Sch Yr	Homework Hub <i>Funded by Muni Alliance Grant</i>	\$61.12/hr
d	Reilly, Kathryn	BMS	24-25 Sch Yr	Homework Hub <i>Funded by Muni Alliance Grant</i>	\$61.12/hr
e	Wells, Kelly	BMS	24-25 Sch Yr	Homework Hub <i>Funded by Muni Alliance Grant</i>	\$61.12/hrr

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12. Approve Administrative Leave with Pay\*

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

Superintendent, approve the following administrative leave with pay:

	Employee	Effective
a	10023	01/21/25 - TBD as determined by the Superintendent pending investigation

13. Approve Overload

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

	Type of Support	Teacher	Term	Periods/week	Salary	OVERLOAD Salary prorated
a	Special Education	Tynan, Jessica	S2	5	\$90,435	\$7,085.43

14. Approve Overloads

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

	Type of Support	Teacher	Term	Periods/week	Salary	OVERLOAD Salary prorated
a	Social Studies - World History	Murphy, Theresa	MKP 4	5	\$87,660	\$3,653.23
b	Social Studies - World A	Clark, Kelly	MKP 4	5	\$108,510	\$4,522.15
c	Social Studies - World A	Cameron, Bradley	MKP 4	5	\$82,410	\$3,434.44
d	Social Studies - US 1 A	Zangara, Timothy	MKP 4	5	\$74,990	\$3,125.21
e	Social Studies - US 1 A	Kaplan, Daniel	MKP 4	5	\$71,960	\$2,998.93

15. 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
a	9551	BMS	Teacher	Disability Sick FMLA NJFLA Anticipated Return	11/11/24-01/06/25 12/31/24 (paid w/ benefits) <del>01/07/25-04/01/25 (unpaid w/benefits)</del> 01/01/25-03/22/25 (unpaid w/benefits) <del>04/02/25-06/30/25 (unpaid w/o benefits)</del> 03/23/25-06/21/25 (unpaid w/benefits) 09/01/25

16. Approve Leave of Absence

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

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	Employee #	School	Position	Type of leave	Dated of Leave/Notes
a	9427	BES	Teacher	Disability Sick Anticipated Return	05/27/25 - 06/19/25 09/01/25

17. Approve Internship

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following clinical practice internship for the 2024-2025 school year:

	Name	School/Subject	Mentor	Program	Service Agreement Effective
a	Petrou, Styliani	Psychology Internship	Meredith Panik	Kean University PSYD Program	September 2024 - June 2028 <i>pending clearance</i>

18. Approve Council Membership

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of Dr. Brian Brotschul to the American Heart Association Eastern States Superintendent Council effective January 2025.

19. 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	Ingling, Timothy	Teacher/Paraprofessional Secretary/Confidential Secretary	County Substitute Certificate	2/01/25
b	Tomanguilla, Sindy	Custodian	n/a	2/20/25
c	McNamara, John	Teacher/Paraprofessional	County Substitute Certificate	2/20/25
d	Schaufler, Albert	Teacher/Paraprofessional	County Substitute Certificate	2/20/25 <i>pending clearance</i>
e	Wagner, Laurence	Teacher/Paraprofessional	County Substitute Certificate	2/20/25 <i>pending clearance</i>
f	Kozlowski, Theodore	Teacher/Paraprofessional	County Substitute Certificate	2/20/25 <i>pending clearance</i>

**POLICY**

A. Committee Report and Discussion: Ms. Ballard reported that the Committee met on February 6, 2025 and discussed the following:

- Reviewed Policies for first reading: Policy 5111 - *Eligibility of Students and Non-Resident Students*, Policy 5460 - *High School Graduation* (filing of FASA requirement), Policy 5512 - *Harassment, Intimidation and Bullying*, Policy and Regulation 5533 - *Student Smoking*, Policy 7441 - *Electronic Surveillance in School*

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*Buildings and on School Grounds, Policy 8500 - Food Services, Policy 9163 - Spectator of Code of Conduct for Interscholastic Events and Policy 9320 - Cooperation with Law Enforcement Agencies.*

- Reviewed Policy 0155 - *Board Committees* and Regulation 5530 - *Substance Abuse* for second reading.

B. Action Items #1-2: Ms. Ballard moved items #1-2, Mr. Baker seconded.

Items #1-2 were approved by roll call vote of 9-0-0. Voting: Ayes: Mr. Baker, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Ms. Gomez, Mrs. Hoppe, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

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:

<b>Policy/Regulation #</b>	<b>Title</b>
P 0155	Board Committees
R 5530	Substance Abuse (M)

2. First Reading\*

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

<b>Policy/Regulation #</b>	<b>Title</b>
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

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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

**STUDENT SERVICES**

- A. Committee Report and Discussion: Mrs. Santoro reported that the Committee met on February 6, 2025. The following was discussed:
- A school climate survey will be conducted. Additional information can be obtained at [www.NJClimate.org](http://www.NJClimate.org).
  - Discussed ‘*Capturing Kids Hearts*’ program driving a positive culture.
    - Reports on student conduct have decreased substantially.
  - BMS will be participating in a program ‘*No Hate in the Garden State*’.

- B. Action Items #1-4: Mrs. Santoro moved items #1-2, Mrs. Cooper seconded.

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

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

- C. Student Services Old Business / New Business: None.

1. Student Safety Data System Report

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the submission of the Student Safety Data System Report Period 1 (September 1-December 31, 2024)

School Name	Incidents **	Other Incidents Leading to Removal	Restraint/ Seclusion	HIB Alleged	HIB Trainings	HIB Programs

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030-BES	7	4	0	14	0	0
040-BMS	4	3	0	10	4	0

\*\*Violence, Vandalism, Substances, Weapons and HIB Confirmed

2. Student Safety Data System Report\*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the submission of the Student Safety Data System Report Period 1

(September 1-December 31, 2024)

School Name	Incidents **	Other Incidents Leading to Removal	Restraint/ Seclusion	HIB Alleged	HIB Trainings	HIB Programs
020-BHS	9	27	0	10	2	0
District					3	1

\*\*Violence, Vandalism, Substances, Weapons and HIB Confirmed

3. HIB Report

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on January 22, 2025, and upheld the findings and/or consequences recommended by the Superintendent:

School	Report #	Outcomes
BES	17	Unfounded
BES	18	Founded
BES	19	Founded
BES	20	Unfounded
BES	21	Unfounded
BMS	14	Unfounded

HIBs to Date (24-25 SY)	Founded	Unfounded	Split	Total

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BES	4	15	2	21
BMS	4	10	0	14

4. HIB Report\*

RESOLVED, that the Somerset Hills Board of Education reviewed the Harassment, Intimidation, and Bullying cases presented on January 22, 2025, and upheld the findings and/or consequences recommended by the Superintendent:

School	Report #	Outcome
BHS	18	Founded

HIBs to Date (24-25 SY)	Founded	Unfounded	Total
BHS	9	9	18

**Board Announcements**

None.

**Public Comments**

None.

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

**Adjournment**

Mr. Baker moved to adjourn the meeting at 9:36 p.m. Ms. Gomez seconded the motion. All in favor. Ayes: 9-0-0.

Respectfully submitted,



Beverly Vlietstra  
Interim Business Administrator

**\*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)XV**