The Somerset Hills School District
Regular Meeting Agenda - October 14, 2026
Executive Session - 6:30 PM
Public Input & Action - 7:30 PM
Bernards High School - Community Room

I. Call to Order & Welcome

Board President Mrs. Frenda called the meeting to order at 6:30 pm.

II. Roll Call

Present:

Mrs. Albert
Ms. Ballard
Ms. Clark-Emery (arrived at 6:33 pm)
Ms. Cooper (arrived at 6:33 pm)
Mrs. Hoppe
Mrs. Hunt
Mrs. Librera
Mrs. Santoro (arrived at 6:33 pm)
Mrs. Wry
Mrs. Frenda

Absent: None

Also Present:
Dr. Brian Brotschul, Superintendent
Mrs. Amy Cicenia, Assistant Business Administrator/Board Secretary

III. 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. ● Be problem solvers by working through issues and seeking advice and clarity from fellow board members and NJSBA if there are points of concern or contention.
During a Meeting
● No active use of phones in executive sessions or at the board table. ● Why speaking/why not? ● Value all voices; everyone has a chance to respond while being respectful of others. ● Non-repetition of issues/debate by the same individual until all have had the opportunity to speak. ● Signal to the board president to speak, the board president acknowledges the next speaker to allow uninterrupted opinions with time in mind. ● No surprises to the board or administration.

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

IV. District Goals

2026-2027 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. ● **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. ● **Culture & Climate / Social Emotional Learning** ○ Identify and implement tools and mechanisms to establish a baseline understanding of student and staff experience in Somerset Hills School District to develop a future strategic plan to enhance workplace and school culture, climate, and social-emotional learning.

V. Executive Session

Mrs. Wry made a motion to go into Executive Session at 6:32 p.m. Mrs. Hoppe seconded the motion.

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.
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. Librera made a motion to return to Public Session at 7:30 p.m. Ms. Cooper seconded the motion.

VI. Pledge of Allegiance

VII. Report of the Superintendent

1. Recognition of the American Heart Association's Heart of Gold Award
    a. Lisa Garofalo
    b. Ashley Oliveira
    c. Liz St. Ours
2. Dr. Brotschul's Update
3. Demographic Report - Dr. Richard Grip

VIII. Public Comments for Actionable Agenda Items

Seeing no one from the public, Mrs. Librera moved to close public comments. Mrs. Wry seconded. All present voted in favor.

IX. Public Hearing - Superintendent Contract

A. Action Items:

1. Public Comments: Mrs. Frenda opened the floor for public comment. As no members of the public wished to speak, Mrs. Hunt made a motion to close the public comment portion of the meeting, seconded by Mrs. Librera.

2. Mrs. Santoro moved item #2. Mrs. Librera seconded the motion.

   Item #2 was approved by roll call vote of 8-0-2. Voting: Ayes: Mrs. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Hoppe, Mrs. Albert.

1. Public Hearing Regarding Superintendent Contract

WHEREAS pursuant to N.J.S.A. 18A:11-11, the Board is required to conduct a public hearing for the Superintendent's contract.
THEREFORE, be it resolved that the Board hereby opens the public hearing on the Superintendent's contract.

- Discussion
- Public Comments
- Motion to close public hearing

2. Approve Contract for Superintendent of Schools*

RESOLVED, that the Somerset Hills Board of Education appoints Dr. Brian Brotschul to the position of Superintendent of Schools for the period from July 1, 2026 through June 30, 2031; and approves the previously submitted employment contract with Dr. Brian Brotschul, which has been approved by the Somerset County Executive Superintendent of Schools.

X. Approval of Minutes*

A. Approval of Minutes

RESOLVED, that the Somerset Hills Board of Education approve the Public Input & Action and Executive meeting minutes for September 16, 2026, as well as the Special Meeting minutes for September 29, 2026.

Mrs. Hunt moved to approve, and Mrs. Librera seconded the motion.

Itam A. was approved by roll call vote of 10-0-0. Voting: Ayes: Ms. Albert, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda

XI. BUSINESS OPERATIONS

A. Committee Report & Discussion of Actionable Agenda Items

Mrs. Santoro provided a report of the Business Operations Committee which met on October 5, 2026 at 5:15 pm. The committee reviewed the proposed Finalsite ChatBot, noting its potential benefits and current limitations related to monitoring concerning searches. Updates were provided on the referendum tracking webpage, BHS science lab renovations and Annex-STARS program improvements. The Committee also discussed procedures and costs associated with out-of-state overnight field trips, ongoing security system improvements, transportation concerns, and the display of the Capturing Kids Hearts Social Contract at public meetings.

B. Action Items: Mrs. Hunt moved items #1-21. Mrs. Clark-Emery seconded the motion.

Items #1-8, 10, 12-13, 15-21 were approved by a roll call vote of 10-0-0. Ayes: Ms. Albert, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Items 9, 11, 14 were approved by a roll call vote of 9-0-1. Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Albert.

1. Board Secretary & Treasurer Reports & Board Certification*

WHEREAS, the Board Secretary has received the Reports of the Secretary and Treasurer for the month of September 2026 showing the following balances:

FUND	Board Secretary Cash Balance (1)	Treasurer Cash Balance (2)
(10) General Fund	$8,083,964.93	$8,083,964.93
(20) Special Revenue Fund	$183,896.09	$183,896.09
(30) Capital Projects Fund	$38,160,316.41	$38,160,316.41
(40)Debt Service Fund	$(327,608.23)	$(327,608.23)
Total Government Funds	$46,100,569.20	$46,100,569.20

(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. Approve 2026-2027 Budget Transfers*
RESOLVED, that the Somerset Hills Board of Education approves the attached list of budget transfers for September 2026.

3. Approve 2025-2026 Budget Transfers*
RESOLVED, that the Somerset Hills Board of Education approves the attached list of revised budget transfers for June 2026.

4. Payment of Bills*
WHEREAS, the Board Secretary has presented attached Final September 2026 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	$4,975,743.11
(20) Special Revenue Fund	$38,304.33
(30) Capital Projects Fund	-
(40) Debt Service Fund	$1,096,956.22
(60) Cafeteria Fund	$28.30
(90) Agency Fund	$1,217,177.12
TOTAL	$7,328,209.08

5. Payment of Bills*
WHEREAS, the Board Secretary has presented attached October 2026 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	$684,388.65
(20) Special Revenue Fund	$300.00
(30) Capital Projects Fund	$10,710.50
(40) Debt Service Fund	-
(60) Cafeteria Fund	-
(90) Agency Fund	-
TOTAL	$695,399.15

6. Approve 2026-2027 Budget Transfers Exceeding Ten Percent (10%)*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve budget transfers in account line #11-000-230-XXX, as approved by the Executive County Superintendent of Schools pursuant to N.J.A.C. 6A:23A-16.10.

7. Approve Parent Organization Fundraiser*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following parent organization fundraisers for the 2026-2027 school year:

	Organization	School	Event	Date
a	Mountaineer Booster/BHS Swim Team	BHS	Chipotle Fundraiser	Nov 2026
b	BHS Cheerleading	BHS	Camden Road Boutique	Oct 2026

8. Approve Revised Not to Exceed Amounts*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the revised not to exceed amounts for the 2025-2026 school year:

	Vendor	Description	Amount Not to Exceed
a.	Busch Law Group	Board Attorney	$95,000.00

9. Approve Municipal Alliance Grant
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the application and approves funds for the 2026-2027 school year for the Municipal Alliance Grant as follows:

	Grant/Program	School	Amount
a	B Well	BES	$4,209.00
b	Youth Summit	BMS	$2,500.00
c	BMS After School Homework Club	BMS	$2,000.00

10. Approve Municipal Alliance Grant*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, authorizes the application and approves funds for the 2026-2027 school year for the Municipal Alliance Grant as follows:

	Grant/Program	School	Amount
a	Consent 101	BHS	$2,050.00

11. Approve Disposal of Old Assets

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the disposal of the following unusable assets at Bernardsville Middle School:

	Item	Quantity
a	Hobart Commercial Dishwasher	1

12. Approve Revised Joint Transportation Agreement*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the revised 2026-2027 Vehicle Maintenance Agreement with the Morris-Union Jointure Commission to provide transportation services for the 2026-2027 school year, with updated rates for labor, parts, and bus washing, at an amount not to exceed $50,000.

13. Bus Evacuation Drill*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Bus Evacuation Drill for the 2026-2027 school year. Reports for drills are on file in the Business Office:

	School	Date
a	Bernards High School	9/9/2026

14. Bus Evacuation Drills
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Bus Evacuation Drills for the 2026-2027 school year. Reports for drills are on file in the Business Office:

	School	Date
a	Bedwell Elementary School	9/25/2026
b	Bernardsville Middle School	10/9/2026

15. Approve Qualtrics Agreement*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the K-12 Enterprise Management and Technical Ticketing software licenses from Qualtrics for the 2026-2027 school year, marking the last year of a multi-year contract, at an amount not to exceed $25,000.00.

16. Approve Greater Somerset County YMCA Agreement*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve an agreement with the Greater Somerset County YMCA to provide use of facilities, for the purpose of BHS swim team practices and meets for the 2026-2027 school year, at an amount not to exceed $11,000.00.

17. Approve Contracts with Interstate Waste*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve contracts with Interstate Waste Services for the 2026-2027 school year, at an amount not to exceed $50,000.00.

18. Approve Independent Auditor To Prepare A41, A42 and Resource Room Actual Costs Per Pupil*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve PKF O'Connor Davies as the independent auditor to prepare the A41, A42 and Resource Room Actual Costs Per Pupil from the 2025-2026 school year at a cost of $8,500, to be shared with the Bedminster Board of Education. The Somerset Hills Board of Education will be responsible for $4,250.

19. Approve Athletic Stipend Position*
RESOLVED that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following athletic stipend position:

	Position	School	Season	Stipend Amount
a	Ski Team: Assistant	BHS	Winter	$5,779.03

20. Approve Special Education Schools*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following schools for the 2026-2027 school year and extended school year:

	Student ID#	School	Location	Cost
	46441340879	Somerset County Vo-Tech	Bridgewater, NJ	$31,515.00

21. Approve Special Education Providers*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following providers for the 2026-2027 school year and extended school year:

	Provider	Services	Location	Cost	Not to Exceed Amount
	Clinical Insights	Counseling Services	Basking Ridge, NJ	$175/hr	$5,000

C. Business Operations Old Business / New Business: None

XII. CURRICULUM

A. Committee Report & Discussion of Actionable Agenda Items

Mrs. Cooper provided a report of the Curriculum Committee which met on October 5, 2026 at 5:15 p.m.

The Committee reviewed the Spring 2026 NJSLA-A assessment results and Fall 2026 i-Ready diagnostic results, including student performance trends and comparisons with county and state averages. The Committee also discussed the impact of the new adaptive assessment format and the use of i-Ready results to identify students requiring additional instructional support. A more detailed presentation of the NJSLA-A results will be provided at the November Board meeting.

The Committee also discussed a districtwide staff survey regarding student screen time and classroom

technology used to help evaluate the balance between traditional and technology-based instruction.

No concerns were raised regarding professional development, school business, or field trip requests. The Administration will continue reviewing procedures for overnight, out-of-state field trips, including staffing, costs, and student accessibility.

B. Curriculum Action Items: Mrs. Cooper moved to approve, and Mrs. Hunt seconded the motion.

Items #2, 6-8 were approved by a roll call vote of 10-0-0. Ayes: Ms. Albert, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Mrs. Wry abstain on Item #2-gg.

Items #1, 3-5 were approved by a roll call vote of 9-0-1. Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Albert.

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 2026-2027 school year:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BMS	Adkins, Michele	Field Trip Chaperone - Grade 8	11/13/26	$0
b	BMS	Adkins, Michele	Field Trip Chaperone - Grade 8	10/21/26	$0
c	BMS	Carmon, David	Field Trip Chaperone - Grade 8	11/10/26	$0
d	BMS	Carmon, David	Field Trip Chaperone - Grade 8	11/13/26	$0
e	BMS	Clark, Michelle	Field Trip Chaperone - Green Team	11/18/26	$0
f	BMS	Cox, Brett	Field Trip Chaperone - Grade 8	11/10/26	$0
g	BMS	Cox, Brett	Field Trip Chaperone - Grade 8	11/13/26	$0
h	BMS	Filieri, Michael	Field Trip Chaperone - Grade 8	11/10/26	$0
i	BMS	Georgiana, Michael	Field Trip Chaperone - Grade 8	11/13/26	$0
j	BMS	Geyer, Julie	Center for Literacy Development Speaker Series - Building Language Rich Literacy Classrooms for Multilingual Learners using Translanguaging, Contrastive Analysis and Other Strategies	4/22/27	$180
k	BMS	Gillooly, Christopher	Field Trip Chaperone - Grade 8	11/13/26	$0

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
l	BMS	Gillooly, Christopher	NGSS (Next Generation Science Standards) Workshop Series	10/28/26	$150
m	BMS	Gilly, Zoltan	Field Trip Chaperone - Grade 8	11/13/26	$0
n	BMS	Habermas, Chris	Field Trip Chaperone - Grade 8	11/10/26	$0
o	BMS	Habermas, Chris	Field Trip Chaperone - Grade 8	10/21/26	$0
p	BMS	Kellett, Ashley	Addressing School Avoidance and Chronic Absenteeism	1/27/27	$119
q	BMS	Koletar, Jenny	NJSHA (NJ Speech-Language-Hearing Association) 2027 Annual Conference	4/15/27, 4/16/27	$346.82
r	BMS	Kupper, Patricia	2027 Northeast Conference on Teaching of Foreign Language	2/26/27	$200
s	BMS	McGovern, Danielle	Field Trip Chaperone - Grade 8	11/10/26	$0
t	BMS	McGovern, Danielle	Field Trip Chaperone - Grade 8	11/13/26	$0
u	BES	McSpiritt, Kelly	Teacher Aide Support in IEPs: The Decision Making Process Analyzed with the Intent of Maximizing Student Independence	12/15/26	$116.28
v	BMS	Medina, Pilar	Field Trip Chaperone - Grade 8	11/3/26	$0
w	BES	Noland, Desiree	Seeds of Learning Executive Function Cohort: Winter 2027 (virtual)	TBD	$405.93
x	BES	Panik, Meredith	APD (Auditory Processing Disorder) 101 for the School Professional	1/15/27	$86.51
y	BMS	Pasquarelli, Jaclyn	Field Trip Chaperone - Grade 8	11/3/26	$0
z	BMS	Pistilli-Urena, Jaclyn	Hearing Loss 101: School Nurse Focus	10/23/26	$75
aa	BMS	Porter, Shane	Field Trip Chaperone - Grade 8	11/3/26	$0
bb	BMS	Porter, Shane	Field Trip Chaperone - Grade 8	11/13/26	$0
cc	BMS	Reilly, Katie	Field Trip Chaperone - Green Team	11/18/26	$0
dd	BES	Rementilla, Arielle	2026 Fall Conference NJ Principals and Supervisors Association/Foundation for Educational Administration	10/14/26, 10/15/26	$666.08
ee	BES	Roll, Jill	Occupationaltherapy.com Online Webinars (3)	TBD	$0

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
ff	BMS	Russo, Dawn	Field Trip Chaperone - Grade 8	11/3/26	$0
gg	BMS	Russo, Dawn	Field Trip Chaperone - Grade 8	11/13/26	$0
hh	BMS	Snyder, Jason	NJ State Jazz Conference	11/13/26	$123
ii	BMS	St. Ours, Elizabeth	Field Trip Chaperone - Grade 8	11/3/26	$0
jj	BMS	Stout, Morgan	Field Trip Chaperone - Grade 8	10/21/26	$0
kk	BES	Strohman, Elizabeth	APD (Auditory Processing Disorder) 101 for the School Professional	1/15/27	$82.52
ll	BMS	Tynan, Jessica	Field Trip Chaperone - Grade 8	11/10/26	$0
mm	BMS	Tynan, Jessica	Field Trip Chaperone - Grade 8	11/13/26	$0
nn	BMS	Venezia, David	Distinguishing Language Acquisition from Disability in Multilingual Learners	10/30/26	$250
oo	BMS	Weinstein, Julie	Field Trip Chaperone - Green Team	11/18/26	$0
pp	BES	Wolfe, Scott	School Safety Seminar	10/7/26	$0
qq	BMS	Garofalo, Lisa	NJSBA Workshop 2026	10/20/26	$180
rr	BMS	McGovern, Danielle	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64
ss	BMS	Froysland, Megan	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64
tt	BMS	Cherng, Jon	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64
uu	BES	Reed, Patrick	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64

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 2026-2027 school year:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	District	Barna, Lindsay	Center for Literacy Development - Literacy Experiences that Motivate, Engage, Build Stamina and Executive Functioning	3/11/27	$0

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
b	District	Barna, Lindsay	Literacy Leaders Network Meetings	10/29/26	$0
c	BHS	Bittner, Cassandra	Field Trip Chaperone - Chemistry Students	11/13/26, 12/14/26	$0
d	BHS	Bittner, Cassandra	Field Trip Chaperone - Science League	1/14/27, 3/11/27	$0
e	BHS	Chedid, Christine	NGSS (Next Generation Science Standards) Workshop Series	10/28/26, 2/3/27	$300
f	BHS	Chedid, Christine	Field Trip Chaperone - Anatomy Classes	2/12/27	$0
g	BHS	Ellis, Amanda	HESAA (Higher Education Student Assistance Authority) School Counselor Workshop	10/28/26	$0
h	BHS	Ferrara, James	Field Trip Chaperone - Science League	1/14/27, 3/11/27	$0
i	BHS	Ferrara, James	AP STEM Roundtable	1/29/27	$15.04
j	BHS	Ferrara, James	AAPT (American Association of Physics Teachers) Winter Meeting	1/8/27-1/11/27	$576.32
k	District	Mehan, Kathy	LEGAL ONE - Addressing Staff Complaints and Promoting Strong Staff Relationships (virtual)	12/10/26	$150
l	BHS	Incledon, Cassie	Addressing School Avoidance & Chronic Absenteeism	1/27/27	$119
m	BHS	Incledon, Cassie	Supporting Student and Educator Well-Being: Practical Strategies for Managing Anxiety in Schools	3/18/27	$119
n	BHS	Kane, Eric	Field Trip Chaperone - Chemistry Students	11/13/26, 12/14/26	$0
o	BHS	Kaplan, Dan	Field Trip Chaperone - Girl Up Club	10/22/26	$0
p	District	Koransky, Jamie	Special Education Directors' Toolkit	11/13/26	$218.03
q	BHS	Mathus, Peter	Field Trip Chaperone - Anatomy Classes	2/12/27	$0
r	BHS	Mathus, Peter	Field Trip Chaperone - Chemistry Students	11/13/26, 12/14/26	$0

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
s	BHS	Neigel, Scott	Somerset County High School Principal Association Meetings	10/22/26, 11/19/26, 12/17/26, 1/14/27, 2/18/27, 3/18/27, 4/15/27, 4/28/27	$0
t	BHS	Neiss, Joanna	Field Trip Chaperone - Anatomy Classes	2/12/27	$0
u	BHS	Neiss, Joanna	NGSS (Next Generation Science Standards) Workshop Series	10/28/26, 2/3/27	$319
v	BHS	O'Brien, Stephanie	Field Trip Chaperone - Anatomy Classes	2/12/27	$0
w	BHS	Resnick, Victoria	Stevens Institute of Technology - CACHET Breakfast and Campus Tour	11/13/26	$25.19
x	BHS	Resnick, Victoria	Annual SCVTHS (Somerset County Vocational & Technical High School) Counselor/CST Information Session	10/29/26	$13.44
y	BHS	Sosely, Anna	Montclair State University Counselor Workshop	12/4/26	$0
z	BHS	Sosely, Anna	Annual SCVTHS (Somerset County Vocational & Technical High School) Counselor/CST Information Session	10/29/26	$0
aa	BHS	Stolarz, Lizabeth	Annual SCVTHS (Somerset County Vocational & Technical High School) Counselor/CST Information Session	10/29/26	$0
bb	BHS	Swank, Allison	Fourth Annual DrewTEACH AI & Writing Symposium	10/20/26	$95
cc	BHS	Taesler, Stephen	NJ State Jazz Conference	11/13/26	$75
dd	BHS	Valesey, Kerri	Fourth Annual DrewTEACH AI & Writing Symposium	10/20/26	$95
ee	BHS	Wagner, Alyssa	NGSS (Next Generation Science Standards) Workshop Series	10/28/26, 2/3/27	$330.83
ff	BHS	Wasylak, Nicole	Fourth Annual DrewTEACH AI & Writing Symposium	10/20/26	$95
gg	District	Wry, Pat	Capturing Kids' Hearts Training	9/29/26, 9/30/26	$550
hh	BHS	Young, Joseph	Field Trip Chaperone - Science League	1/14/27, 3/11/27	$0
ii	District	Koransky, Jamie	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
jj	District	Edgerton, Olga	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64
kk	District	Brotschul, Brian	Regionalization Meeting - Bedminster Township School	10/12/26	$0
ll	District	Schwarz, Jeremy	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64
mm	BHS	Anderson, Richard	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64
nn	BHS	Snyder, Allison	Regionalization Meeting - Bedminster Township School	10/12/26	$5.64
oo	BHS	Volosin, Lauren	Field Trip Chaperone - Tomorrow's Teachers	11/13/26	$0
pp	District	Riccio, Frank	DRTRS (District Report of Transported Resident Students) Training	10/14/26	$0
qq	District	Koransky, Jamie	Bombers Beyond Cafe	11/2/26	$14.10
rr	BHS	Neigel, Scott	Bombers Beyond Cafe	11/2/26	$36.66
ss	District	Riccio, Frank	Clean & Maintain Expo 2026	10/23/26	$0

3. Approve Amended Professional Development/School Business

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following amended professional development/school business, for the 2026-2027 school year:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	District	**Albert, LaShaunda** ~~Gomez, Gabricla~~	NJSBA Workshop 2026	10/19/26 - 10/22/26	$850

4. 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 September 16, 2026:

	School	Name	Workshop/Conference/School Business	Date(s)	Est. Cost
a	BMS	Jurgens, Allyssa	Sheltered Instruction Training	10/22/26, 12/16/26, 1/26/17	$0

5. Approve Field Trips

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following field trips for the 2026-2027 school year:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BES	Waterloo Village - Stanhope, NJ Grade 3	72	5	12
b	BMS	Grow-A-Row - Pittstown, NJ Grade 8	50	5	0
c	BMS	Grow-A-Row - Pittstown, NJ Grade 8	50	5	0
d	BMS	Pax Amicus Castle Theater - Budd Lake, NJ Grade 8	103	11	0
e	BMS	Pittstown Farm - Pittstown, NJ Green Team	30	4	0
f	BMS	Somerset County Vocational and Technical High School - Grade 8	34	3	0

6. Approve Field Trips*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following field trips for the 2026-2027 school year:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BHS	Liberty Science Center - Jersey City, NJ Anatomy Classes	45	5	0
b	BHS	Ridge High School - Basking Ridge, NJ NJ Science League	30	3	0
c	BHS	Mount Olive High School - Flanders, NJ NJ Science League	30	3	0
d	BHS	Madison High School - Madison, NJ AP Physics	24	2	0
e	BHS	Kean University - Union, NJ Tomorrow's Teachers	4	1	0
f	BHS	Bernardsville Middle School - Bernardsville, NJ Tomorrow's Teachers	4	1	0

7. Approve Amended Field Trip*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following amended field trip, which was approved on September 16, 2026:

	School	Trip	# of Students	# of Faculty	# of Chaperones
a	BHS	Students 2 Science	**64** ~~32~~	3	0

8. Approve Memorandum of Understanding with University of Delaware*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Memorandum of Understanding with the University of Delaware for the 2026-2027 school year, whereas BHS will participate in the University's Horn Entrepreneurship Entrepreneurship Experience Lab program, through which student participants will have the opportunity to earn college credit issued by the University while simultaneously earning high school credit.

C. Curriculum Old Business / New Business: None

XIII. PERSONNEL

A. Committee Report and Discussion of Actionable Agenda Items

Mrs. Ballard provided a report of the Policy and Personnel Committee which met on October 5, 2026.

Personnel discussions included an appointment of an assistant ski team coach, vacancy review, and agenda review. The Committee also received updates regarding tardiness procedures at Bernards High School and lunch seating procedures at Bernardsville Middle School.

B. Mrs. Ballard moved to approve, and Mrs. Hunt seconded the motion.

Items #2, 6-7, 9, 13, 15, 17-19 were approved by a roll call vote of 10-0-0. Ayes: Ms. Albert, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

Items #1, 3-5, 8, 10-12, 14, 16 were approved by a roll call vote of 9-0-1. Ayes: Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda. Abstain: Mrs. Albert.

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

	Employee	School	Position	Effective
b	Traynor, Amy	BES	Regular Paraprofessional PARA.DIST.REG.NA.04	11/4/26

2. Approve Salary Guide Level Advancement 2026-2027*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve salary guide level advancements for the following certificated staff for the 2026-2027 school year retroactive to August 25, 2026:

	Name	School	Assignment	Step	Current Level	New Level	New Salary
a	Chedid, Christine	BHS	Biology	15	MA+45	MA60/Doc	$104,245

b	Incledon, Cassandra	BHS	Social Worker	5-6	MA+15	MA+30	$83,905
c	Kaplan, Daniel	BHS	Social Studies	12	BA	MA	$86,070
d	Lehnhoff, Robert	BHS	Special Education	13	MA+15	MA+30	$93,895
e	Pietroluongo, Jade	BHS	Social Studies	16-17	MA	MA+15	$99,670
f	Resnick, Victoria	BHS	School Counselor	11	MA+30	MA+45	$91,870

3. Approve Salary Guide Level Advancement 2026-2027

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve salary guide level advancements for the following certificated staff for the 2026-2027 school year retroactive to August 25, 2026:

	Name	School	Assignment	Step	Current Level	New Level	New Salary
a	Escobar-Chaffee, Salome	BMS	Art	9-10	MA+15	MA+30	$87,220
b	Liapis, Kelly	BMS	Special Education	12	MA	MA+15	$88,770
c	Medina, Maria Del Pilar	BMS	ESL	9-10	BA	MA	$81,970
d	Patrylow, Lauren	BES	Elementary	14	MA+15	MA+30	$96,570
e	Pistilli-Urena, Jaclyn	BMS	Nurse	16-17	BA	MA	$96,970
f	Turner, Samantha	BMS	English	7-8	MA	MA+15	$82,950
g	Wertman, Suzanne	BMS	Special Education	7-8	MA	MA+15	$82,950

4. Amend Appointments Non-Certified Staff

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, amend the appointments of the following non-certified staff for the 2026-2027 school year, *subject to further investigation pursuant to law:*

	Name	School	Position	Level	Step	Salary	Replace	Effective
a	Parichuk, Lais	BES	School Nurse TCH.ES.NURSE.NA.02	BA	9-10	$75,620 *(prorated)*	Heesemann	**9/22/26** ~~9/17/26~~
b	Ko, Paul	BES	Regular Paraprofessional PARA.DIST.REG.NA.01	n/a	1	$22.84/hour	Yan	**9/16/26** ~~9/17/26~~
c	Lee, NaKyung	BES	Regular Paraprofessional PARA.DIST.RR.NA.03	n/a	1	22.84/hour	James	**9/22/26** ~~9/17/26~~

5. 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 2026-2027 school year, *subject to further investigation pursuant to law:*

	Name	School	Position	Salary	Replace	Effective
a	Garcia Garcia, Olga Beatriz	District	Bus Driver BUS.DIST.TRDR.NA.17	$34/hour	DeJesus	10/1/26

6. 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	9697	BHS	Certified staff	Sick/Disability FMLA Unpaid Leave Anticipated Return	08/25/26-~~10/01/26~~ **10/20/26** (paid disability w/ benefits) ~~10/02/26-12/23/26~~ **10/21/26-01/20/27**(unpaid w/ benefits) ~~12/24/26-06/30/27~~ **01/21/27-06/30/27**(unpaid w/o benefits) 08/24/27

7. Approve Leave of Absence*

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

	Employee #	School	Position	Type of leave	Date of Leave/Notes
a	9710	BHS	Certified	Paid Sick FMLA Anticipated Return	10/19/26-10/30/26 paid w/benefits 11/01/26-11/27/26 unpaid w/benefits 11/30/26

8. Approve Leave of Absence

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

	Employee #	School	Position	Type of leave	Date of Leave/Notes
a	8718	BES	Non Certified	Intermittent FMLA	12/08/26 - 12/07/27 Intermittent; unpaid w/benefits

9. Approve Overloads*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following overloads for the 2026-2027 school year:

	Type of Support/Sch	Teacher	Term	Periods/ week	Salary	Overload Salary prorated
a	Special Education BHS	Carey, Amanda	10/12/26-02/19/27	5	$82,295	$6,036.17
b	Special Education BHS	DiGiacomo, Angelina	10/12/26-02/19/27	5	$88,770	$6,511.10
c	Special Education BHS	Lehnhoff, Robert	10/12/26-02/19/27	5	$93,895	$6,887.01
d	Special Education BHS	Snyder, Allison	10/12/26-02/19/27	5	$107,120	$7,857.04
e	Special Education BHS	Stypolkowski, Emily	10/12/26-02/19/27	5	$84,670	$6,210.38
f	Special Education BHS	Tripp, Amanda	10/12/26-02/19/27	5	$109,470	$8,029.41

10. Approve Overloads

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following overloads for the 2026-2027 school year:

	Type of Support/Sch	Teacher	Term	Periods weekly	Salary	Overload Salary prorated
a	Special Education BMS	Clark, Michelle	10/5/26-11/25/26	5	$86,720	$2,746.68
b	Special Education BMS	Obert-Thorn, Karrie	10/5/26-11/25/26	5	$120,370	$3,812.48
c	Special Education BMS	Tynan, Jessica	10/5/26-11/25/26	5	$99,945	$3,165.56

11. Rescind Co-Curricular Position

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the appointment of the following co-curricular position for the 2026-2027 school year:

	Name	Position	School	Stipend
a	Clark, Michelle	Kindness Club 50%	BMS	$1,486.50

12. Approve Co-Curricular Positions

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following co-curricular positions for the 2026-2027 school year:

	Name	Position	School	Stipend
a	Wertman, Suzanne	Kindness Club	BMS	$2,972.99
b	Berry, Courtney	Robotics	BMS	$2,972.99

13. Approve Co-Curricular Positions*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following co-curricular positions for the 2026-2027 school year:

	Name	Position	School	Stipend
a	Valesey, Kerri	Forensics Team	BHS	$2,943.02
b	Camuto, Lisa	Math Lab	BHS	$63.26/hr

14. Rescind Athletic Position

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, rescind the appointment of the following athletic position for the 2026-2027 school year:

	Name	Position	School	Season	Stipend
a	Zangara, Timothy	Lacrosse Men's Asst (JV)	BHS	Spring	$6,421.14

15. Approve Athletic Positions*

RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following athletic positions for the 2026-2027 school year:

	Name	Position	School	Season	Stipend
a	Chung, Soon Oh (Stanley)	Volleyball: Head	BHS	Fall	$7,705.37
b	Parrado, Hans	Winter Track: Head	BHS	Winter	$7,705.37
c	Ayling, Robert	Winter Track: Assistant	BHS	Winter	$5,779.03
d	Koellhoffer, Keith	Asst AD: Winter 50%	BHS	Winter	$2,568.45
e	McClendon, Olin	Basketball: Men's Asst JV	BHS	Winter	$7,625.10
f	Bale Pena, Matthew	Ice Hockey: Assistant	BHS	Winter	$5,779.03
g	Mrak, Michael	Fencing: Assistant	BHS	Winter	$5,779.03
h	Lister, Roger	Ski: Assistant	BHS	Winter	$5,779.03
i	D'Amelio, Lynn	Softball: Assistant JV	BHS	Spring	$6,421.14

16. Approve Clinical Observation
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following Clinical Observation for the 2026-2027 school year:

	Name	Field of Work	Mentor	Program Institution	Duration
a	Kiara Pereira	Elementary Education	Maureen Zilokowski	St. Elizabeth University	2026-2027 SY

17. Approve Long Term Substitute*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following long term substitute for the 2026-2027 school year:

	Name	Substitute Position	Certification	Effective
a	Villafane, Hernando	Teacher BHS	Standard Certificate	10/19/26 - 11/27/26

18. Approve Substitutes*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the following substitutes for the 2026-2027 school year *subject to further investigation pursuant to law*:

	Name	Substitute Position	Certification	Effective
a	Yautz, Matthew	Teacher/Paraprofessional	County Substitute Certificate	10/15/26
b	Kellam, Yasmin	Teacher/Paraprofessional	County Substitute Certificate	10/15/26
c	Hiwale, Apurva	Teacher/Paraprofessional	County Substitute Certificate	10/15/26
d	Kaur, Shamanveer	Teacher/Paraprofessional	County Substitute Certificate	10/15/26
e	Serrano, Adrian	Teacher/Paraprofessional	Standard Certificate	10/15/26
f	Davignon, Rose	Teacher/Paraprofessional	Standard Certificate	10/15/26
g	Noonan, Mark	Teacher/Paraprofessional	Standard Certificate	10/15/26
h	Ayling, Robert	Teacher/Paraprofessional	Standard Certificate	10/15/26
i	Medina, Geraldine	Regular Paraprofessional	n/a	10/15/26
j	DeJesus, Frances	Bus Driver	CDL	10/1/26
k	Ramos Mejia, Blanca	Bus Driver	CDL	10/15/26
l	Mora Urena, Maria	Custodian	n/a	9/22/26

	Name	Substitute Position	Certification	Effective
m	Lema, Rosa	Custodian	n/a	10/15/26

19. Approve Administrative Leave with Pay*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approves the following administrative leave with pay:

	Employee #	Effective
a	9862	10/9/26 - TBD as determined by the Superintendent pending investigation

C. Personnel Old Business / New Business: None

XIV. POLICY

A. Committee Report and Discussion

Mrs. Ballard provided a report of the Policy and Personnel Committee which met on October 5, 2026.

The Committee reviewed the work of the Random Drug Testing Task Force, focusing on potential revisions to the consequences for positive test results. Discussion emphasized balancing accountability with a more supportive, counseling-based approach while maintaining the existing drug testing policy. The Task Force will continue developing proposed regulations for further consideration.

The Committee also discussed the need for clearer procedures and guidelines for overnight, out-of-state field trips, including financial oversight, vendor selection, student affordability, staffing requirements, and district responsibilities. Administration will work toward establishing consistent regulations for these trips.

Personnel discussions included an appointment of an assistant ski team coach, vacancy review, and agenda review. The Committee also received updates regarding tardiness procedures at Bernards High School and lunch seating procedures at Bernardsville Middle School.

B. Policy Old Business / New Business: None

XV. STUDENT SERVICES

A. Committee Report and Discussion of Actionable Agenda Items

Mrs. Santoro provided a report of the Student Services Committee which met on October 6, 2026 at 5:15 p.m.

The Committee reviewed the New Jersey School Climate Improvement survey results, including areas of strength and opportunities for improvement identified by students, staff, and parents. A more detailed presentation will be provided at the October Board meeting. The Committee also received a positive update on the Hispanic Family Event and disclosed ongoing efforts to strengthen Multi-Tiered Systems of Support, particularly the transition from Bedwell to Bernardsville Middle School.

The Committee reviewed the implementation of Capturing Kids' Hearts at Bernards High School and discussed the educational value and student needs associated with overnight, out-of-state field trips.

Updates were also provided on Bernards High School athletics, including the denial of the District's request to leave the Skyland Conference and the Administration's continued review of available options.

B. Student Services Action Item: Mrs. Librera moved to approve, and Mrs. Wry seconded the motion.

Items #1was approved by a roll call vote of 10-0-0. Ayes: Ms. Albert, Ms. Ballard, Ms. Clark-Emery, Ms. Cooper, Mrs. Hoppe, Mrs. Hunt, Mrs. Librera, Mrs. Santoro, Mrs. Wry, Mrs. Frenda.

1. Approve HIB Self Assessment Report*
RESOLVED, that the Somerset Hills Board of Education, upon the recommendation of the Superintendent, approve the Superintendent's report on the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report for the 2025-2026 school year.

C. Student Services Old Business / New Business: None

XVI. Board Announcements

Mrs. Wry reminded the public of the upcoming play and car wash fundraiser.

XVII. Public Comments

Suzanne Granda, Kim Parette, and Lee Eaton, and students Nate Eaton and Charlie Eaton, addressed the Board to express concerns regarding assigned seating during lunchtime at Bernardsville Middle School.

XVIII. Adjournment

With no further business of the Board, Mrs. Santoro moved to adjourn the meeting at 10:06 p.m. Mrs. Hoppe seconded the motion. All in favor. Ayes: 10-0-0.

Respectfully submitted,

Amy Cicenia
Assistant 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)