BETHLEHEM TOWNSHIP BOARD OF EDUCATION
280 ASBURY-WEST PORTAL ROAD
ASBURY, NEW JERSEY 08802
908-479-6336

REGULAR MEETING MINUTES
July 28, 2021
(Held virtually due to state of emergency from coronavirus)
For the Regular Meeting of the
Bethlehem Township Board of Education being held by video conference call and video conference on
July 28, 2021 at 6:30 p.m.

I. CALL TO ORDER – Vice President Harris called the meeting to order at 6:31 p.m.

II. PUBLIC MEETING NOTICE

In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was provided by sending notice to: The Hunterdon County Democrat, Bethlehem Township Clerk, email sent to school community and township residents, by posting on the bulletin boards in the Ethel Hoppock Middle School and Thomas B. Conley Schools and by posting notice on the Board of Education website at http://btschools.org/

You are invited to a Zoom webinar.
When: July 28, 2021 06:30 PM Eastern Time (US and Canada)
Topic: Regular Meeting

Pre-Register in advance for this webinar:
https://btschools-org.zoom.us/webinar/register/WN_p5Y78c05SBC9yU34bMntgg

After registering, you will receive a confirmation email containing information about joining the webinar.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Mr. Gregory Glazar	*Absent*	***Mr. Travis Roop***	*Present*	***Mrs. Rainie Roncoroni, Interim CSA***	*Present*
Mr. Kyle Harris	*Present*	***Mrs. Debra D. Roosen***	*Absent*	***Mrs. Beverly Vlietstra, SBA/BS***	*Absent*
Mr. John Logar	*Present*	***Dr. Alyce Hunter***	*Absent*	***Ms. Teresa Moore, Attorney***	*Present*
Mr. Ryan Caughey	*Present*				

V. PUBLIC COMMENTS

Public participation at board meetings is intended to allow individual members of the public to address the Board of Education on issues of public concern. The public comment period is an opportunity for the Board to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a "cross examination" between the public and individual members. While all comments made by the public will be taken under advisement, the Board will not respond to comments made by the public.

- Pursuant to Board Policy #0167:

- all statements from the public must be directed to the President or other presiding officer; no participant may address or question board members individually.
- members of the public who wish to make a statement during the Public Comments portion of the meeting may speak for no more than three (3) minutes.
- members of the public must identify themselves prior to speaking. Please state your name and address, and group affiliation, if appropriate.

- Since this meeting is being held by video conference due to the coronavirus pandemic, if the public wishes to attend, they may do so in these ways:
  - by pre-registering via the link provided on the District website or through the School Messenger email to the educational community, or the link and meeting information immediately before the start or by phone using the numbers provided. **Note:** you must "raise your hand" to speak during the Public Session. To raise your hand, (1) on your computer, click the "Raise Hand" button; once it is your turn and you are given access to speak, click 'unmute' or (2) by phone, on your keypad hit *9; once it is your turn and you are given access to speak, hit *6 to unmute.

  - by sending an email to Mrs. Debra D. Roosen, Board President, at droosen@btschools.org prior to 3:00 p.m. on the day of the meeting. In the subject line, please write "public comment" if you wish for your email to be read verbatim during the public comments section of the meeting. The Board will not read comments that identify students in order to protect students' privacy.

Mrs. Han expressed concern about critical race theory and a list of all the material, programs, workbooks, reading books, authors and software, as she is concerned about the Chinese communists. The Board has received her letter.

VI. CORRESPONDENCE

A. Board Member Letter of Resignation received from Dr. Alyce Hunter. Dr. Hunter is resigning from her Board Member seat, effective July 28, 2021.

B. Mrs. Roncoroni received an email from Mr. Bob Adase, resident, parent & teacher inquiring if the district made a determination on removing the mask mandate for students and that it is a clinical trial without informed consent and the decision about students wearing a mask should be up to the parent.

VII. BOARD ACTION:

MOTION by Mr. Roop, seconded by Mr. Logar to approve letter A.

A. Acceptance of Board Member Resignation

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, accept the letter of resignation from Dr. Alyce Hunter as a board member, effective July 28, 2021.

On a roll call vote, all present were in favor. Motion passes

VIII. MINUTES - M1

MOTION by Mr. Logar, seconded by Mr. Roop to approve the minutes.

BE IT RESOLVED that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be approved and filed.

February 24, 2021 - Regular Board Meeting Minutes
February 24, 2021 - Executive Session Meeting Minutes
March 10, 2021 - Work Session Meeting Minutes
March 10, 2021 - Work Session Executive Session Minutes

MOTION to table minutes by Mr. Logar, seconded by Mr. Harris to the August agenda in order to have enough time to review them.

On a roll call vote, all present were in favor, motion passes.

IX. INTERIM CHIEF SCHOOL ADMINISTRATOR REPORT

- **Report from Interim CSA, Mrs. Rainie Roncoroni**
  - Summer meal program very successful for students 17 and under. Thank you for your help, custodians!
  - Grateful to our great custodial, administrative and support staff for getting both buildings prepared and all the paperwork, protocols and schedules ready for opening day.

X. SCHOOL BOARD PRESIDENT REPORT - None

XI. BUILDINGS AND GROUNDS REPORT

- **Report from Facilities Manager - Steve Douglas** – Mr. Douglas will participate at the next meeting.

XII. INTERIM SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

- Close-out procedures for timeline compliance is being met.
- Auditor will be contacted.
- Transition of new BA beginning.

XIII. FINANCE

MOTION by Mr. Logar, seconded by Mr. Roop to approve letters A-I.

A. Approval of Bills List - Att #1-A

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the Interim School Business Administrator for the period June 24, 2021 through June 30, 2021, for a total amount of $137,089.65, which includes one payroll: June 30, 2021.

B. Approval of Bills List - Att #1-B

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the Interim School Business Administrator for the period July 1, 2021 through July 28, 2021, for a total amount of $591,301.15, which includes one payroll: July 15, 2021.

C. Acceptance and Approval of Board Secretary's Report for the month of June 2021 - Att #2

BE IT RESOLVED that upon review of the Board Secretary's Report for the month of June 2021 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary's certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

D. Acceptance and Approval of Treasurer's Report for the month of June 2021 - Att #3

BE IT RESOLVED that upon review of the Treasurer's Report for the month of June 2021 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

The Board Secretary certifies, pursuant to NJAC 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

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Beverly Vlietstra, Interim Board Secretary

Date

E. Approval of Transfers for June 1 to June 30, 2021 - Att #4
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve the transfers from June 1, 2021 to June 30, 2021 in the amount of $48,598.76.

F. Approval of School Board Attorney for 2021-2022 School Year
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, award the contract for legal services for the 2021-2022 School Year to Riker Danzig Scherer Hyland Perretti, LLP.

G. Approval of Insurance Broker for 2021-2022 School Year
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, award the contract for insurance broker for the 2021-2022 School Year to Mr. Lee Nestal of CBIZ Insurance Services.

H. Approval of Health Insurance Broker for 2021-2022 School Year
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, award the contract for health insurance services for the 2021-2022 School Year to Brown and Brown Benefit Advisors.

I. Approval of Architect/Engineer for 2021-2022 School Year
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, award the contract for architectural/engineering services for the 2021-2022 School Year to Design Resources -Group Architects, AIA, Inc. (DRG) Architects, Somerset, NJ.

- 2020-21 was a financially successful year. The unassigned fund balance can increase to 4% for 1 year.
- Treasury Report demonstrates a normal, healthy financial budget.
- Items F-I contracts have been reviewed by Attorney Moore.

On a roll call vote, all present were in favor. Motion passes.

MOTION by Mr. Roop, seconded by Mr. Harris to approve letters J-L

J. Approve the Submission of the 2021-2022 ESEA (Elementary and Secondary Education Act) Consolidated Grant Application
BE IT RESOLVED that the Board upon the recommendation of the Interim Chief School Administrator, approve the submittal of the 2021-2022 ESEA (Elementary and Secondary Education Act) Consolidated Grant in the amount of $5,884.00 for Title I-A funds, and $4,241 for Title II-A funds and Title IV - A $10,000.

K. Approval of DRG Architects Fee Proposal for GEO-Technical Investigation for Additions to Conley School - Att #5
BE IT RESOLVED that the Board upon the recommendation of the Interim Chief School Administrator, approve the fee proposed from DRG Architects in the amount of $9,875.00 to oversee the Geotechnical Investigation for the additions to the Thomas B Conley School. DRG Architects is recommending a geo-tech investigation on the subgrade for the scheduled classroom addition. DRG has engaged Melik-Tully (GZA) to conduct the soil investigation as a sub-consultant.

L. Approval of Out of District Placement for the 2021-2022 School Year
BE IT RESOLVED that the Board, upon recommendation of the Interim Chief School Administrator approve the out of district placement for student #280349 to attend Clinton-Glen Gardner School District, at the Clinton Public School in Clinton, NJ for the 2021-2022 school year in the amount of $37,270.00. Speech/Language included in tuition. OT will be charged for one hour per week by the provider and BCBA consultation also billed by the provider in the amount of $150 per hour (2 hours anticipated monthly). Effective September 2, 2021 through June 20, 2022.

On a roll call vote, all present were in favor. Motion passes.

XIII. EDUCATION

A. Attendance Report - Students and Staff -

District - June - All Staff Attendance - 97.7%

Thomas B. Conley School - Students Attend.- 96.8% Ethel Hoppock Middle School - Students Attend. - 94.07%
Average Daily Attendance (ADA) - June - 253.61 Average Daily Attendance (ADA) - June - 76.2
Average Daily Enrollment (ADE) - June - 262.0 Average Daily Enrollment (ADE) - June - 81.0

MOTION by Mr. Logar, seconded by Mr. Roop to approve letters B-D.

B. Acceptance of HIB Grade Report For Fiscal Year 2021 - Data based on the 2019-2020 School Year

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, accept the Harassment, Intimidation and Bullying (HIB) Grade Report for Fiscal Year 2021 - Data based on the 2019-2020 School Year: Thomas B. Conley School - 74, Ethel Hoppock Middle School - 76, District Grade - 75

C. HIB Incident Report

Harassment, Intimidation and Bullying Investigation(s) for the 2020-2021 School Year:

School	Date of Incident	Report #	Classified HIB Y/N	Additional Action Taken
Conley School	**June 2021**	**3**	**Yes**	**Remedial measures and discipline as outlined in report.**

D. Acceptance of Donation of School Supplies from Staples for Conley School

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, accept a donation of school supplies from Staples for Conley School for the 2021-2022 School Year.

On a roll call vote, all present were in favor. Motion passes.

XIV. POLICY

MOTION by Mr. Logar, seconded by Mr. Roop to approve items A & B.

A. Approval of Second Reading of Policies

BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the Second Reading of the following policies:

- Policy-Bylaw #0155 Board Committees
- Policy-Bylaw #0143 Board Member Election and Appointment
- Policy #0131 Bylaws, Policies and Regulations (Revision)
- Policy #3142 Nonrenewal of Nontenured Teaching Staff Member (Revision)
- Policy #3221 Evaluation of Teachers (Revision)
- Policy #3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (Revision)
- Policy #3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (Revision)
- Policy #3224 Evaluation Principals, Vice Principals and Assistant Principals (Revision)
- Policy #4146 Nonrenewal of Nontenured Support Staff Member (Revision)

B. Approval to Abolish the following policies:
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve to abolish the following policies:

- Policy #1521 Educational Improvement Plans (Abolished)
- Policy #1649 Federal Families First Coronavirus COVID-19 Response Act (Abolished)

- The committee accepted the recommendation of option #2 when abolishing policies, the choice of 1-step as referenced in the updated policies on the agenda has been accepted.
- All policies are available to the public for review in the CSA's office.
- Policy #0155 change in Board Committees to be approved by the Board as a whole.
- Request was made to administration to get the list out in advance to discuss recommendations.
- Policy # 0143 tabled until Board has a chance to review additional edits.

MOTION by Mr. Logar, seconded by Mr. Roop to withdraw Policy #0143

On a roll call vote, all present were in favor. Motion passes.

XV. EXECUTIVE SESSION

MOTION by Mr. Roop, seconded by Mr. Logar for the Board to enter closed Executive Session.

On a voice vote, all present were in favor. The motion carried. The Board adjourned to closed session at 7:10 p.m.

WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for open public meetings; and

WHEREAS, the Board of Education wishes to discuss matters that fall within one or more of the statutory exceptions to open public meetings;

BE IT RESOLVED pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to Personnel, including recommendations for appointments; termination of employment; terms and conditions of employment; evaluation of the performance of, promotion, or discipline of board employees or prospective employees; changes in salary; changes in assignment; and leaves of absence.

BE IT FURTHER RESOLVED that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be.

MOTION by Mr. Logar, seconded by Mr. Roop for the Board to reconvene public session.

On a voice vote, all present were in favor. The motion passes. The Board reconvened in open session at 7:34 p.m.

XVI. PERSONNEL

MOTION by Mr. Logar, seconded by Mr. Roop to approve items A-G
A. Approval of Salaries for Administrative and Support Staff for the 2021-2022 School Year
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the salaries for the Administrative and Support Staff for the 2021-2022 School Year.

B. Approval of Substitute List for the 2021-2022 School Year - Att #6
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve the Substitute List for the 2021-2022 School Year.

C. Approval of Treasurer of School Monies for the 2021-2022 School Year
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve Mr. Ernest Turner to continue as Treasurer of School Monies for the 2021-2022 School Year. Mr. Turner's salary will be $4,000.00 for the 2021-2022 school year.

D. Acceptance of Letter of Resignation from Business Office Manager
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, accept the letter of resignation from Amy Bundt, Business Office Manager, effective September 15, 2021.

E. Approval of Interim School Business Administrator as needed in September 2021
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator, approve retaining Beverly Vlietstra, Interim School Business Administrator/Board Secretary, on an as needed basis at an hourly rate of $66.00, not to exceed 32 hours per week from September 1 through 30, 2021.

F. Approval of Stipend Advisors for the 2021-2022 School Year
BE IT RESOLVED that the Board upon recommendation of the Interim Chief School Administrator approve the advisors for the following stipend positions for the 2021-2022 School Year:

Kamerone Jeter and Victoria Dietz – Co-Advisors - splitting Peer Leader Stipend - $970.00 - each $485.00
Rachel Lazier - Conley Safety Patrol - $457.00
Ed Wyant - Cross Country - $2053.00
Sarah Lampariello - Conley Student Council - $1,470.00

G. ADDENDUM

On a roll call vote, all present were in favor. Motion passes.

XVII. OLD BUSINESS - None

XVIII. NEW BUSINESS - None

XIX. PUBLIC COMMENTS - None

XX. REPORTS FROM BOARD MEMBERS:

- Mr. Gregory Glazar - Absent
- Mr. John Logar – Thanked Mrs. Roncoroni for moving a lot of critical items forward.
- Mr. Travis Roop – Thanked Mrs. Roncoroni earlier for all her efforts to energize, brighten and build school spirit.
- Mr. Ryan Caughey – Thanked Mrs. Roncoroni for all her efforts.
- Mr. Kyle Harris, Vice-President – Thanked Mrs. Roncoroni for all her efforts for a successful year.
- Mrs. Debra Roosen, President - Absent

XXI. NOTEWORTHY DATES

A. August 11, 2021 - Board Work Session Meeting - Conley School Music Room - 6:30 p.m. In-Person
B. August 18, 2021(rescheduled from Aug. 25, 2021) - Regular Board of Education Meeting - Conley School

Music Room - 6:30 p.m. In-Person

XXII. ADJOURNMENT

MOTION TO ADJOURN by Mr. Roop, seconded by Mr. Logar.

On a voice vote, all present were in favor. The meeting adjourned at 7:38 p.m.

Respectfully Submitted,

Ernest Turner
Business Administrator