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

WORK SESSION MEETING MINUTES
November 10, 2021

For the Work Session Meeting of the Bethlehem Township Board of Education
on Wednesday, November 10, 2021 at 6:30 p.m.

I. CALL TO ORDER - President Meeting was called to order by President Roosen at 6:30pm

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE by President Roosen:

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/

IV. ROLL CALL

Board Members Present: Hale, Roop, Harris, Roosen, Logar, Caughey
Board Members Absent: Holmes
Administration Present: Roncoroni, Postma
Board Attorney: Absent Moore

V. PUBLIC COMMENTS - On Agenda Items Only: NO Public Comment

VI. BUILDING AND GROUNDS

- Update from Steve Douglas, Facilities Manager:
    - 1- The Roof restoration project should finish up this week weather permitting, The work that is completed came out perfect and comes with a 20 year warranty,
    - 2- The Conley well pump went down Wednesday November 3rd at 3pm, Thursday morning we pulled the well pump and diagnosed the the pump was bad, Pump was ordered and then installed Friday afternoon along with 200ft of new 2 inch galvanized pipe
    - 3- All rooftop unit filters as well as classroom airedale filters were replaced at both schools, we change out the Merv 8 filters every 4 months

- 4 - All boilers are up and running except for one at the Hoppock school, The part is ordered for that Boiler and will be repaired and online Friday of this week

- 5- General maintenance is done on a daily basis as time permits

- 6- Hydrostatic testing of the underground fuel tanks at both schools were done today and all three tanks passed

VII. CURRICULUM/STUDENT ACTIVITIES

VIII. EDUCATION

- Blue Ribbon School information and process provided by Ms. Roncoroni, Interim CSA

IX. EXECUTIVE SESSION

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

Voice vote - On a Voice Vote, all present were in favor

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 Roop, seconded by Hale for the Board to reconvene public session.

Voice vote - On a Voice Vote, all present were in favor

X. PERSONNEL

A. Approval of Business Office Manager for the 2021-2022 School Year

MOTION by Harris, seconded by Logar to approve the following resolution; **BE IT RESOLVED** that the Board, upon recommendation of the Interim Chief School Administrator, approve Michele Coletti, for the position of Business Office Manager (full time) for the 2021-2022 School Year, effective December 2, 2021 at a prorated annual salary of $60,000.00. (Pending Criminal History Background check)

Discussion: None
VOTE: Ayes: Hale, Harris, Logar, Roop, Roosen
Motion Passes

XI. OLD BUSINESS

a. Ms. Roosen, Board President, announced that Mrs. Roncoroni's daughter is a finalist in the State of NJ, as Teacher of the Year and the Board congratulated Mrs. Roncoroni.
b. Ms. Roosen, Board President, announced that the NJSBA workshops from the annual convention are available to NJSBA members until December for online viewing. Ms. Roosen encouraged the Board members to become involved with the NJSBA Delegate Assembly process.
c. Board Member Harris and Logar reviewed the need to expand Board communications through social media and have a Facebook page for the BOE for one-way communications and announcements. They agreed that the added communication outlet would be an increased means to communicate with the community.

XII. NEW BUSINESS

a. Board President Roosen announced that the local Board of Educations and Schools are currently involved with a feasibility study for school consolidation. She added that there was a meeting of local schools this evening which began the process for investigating and involving the local school boards. The meeting included a discussion of the RFP process for the Feasibility Study. Board Member Harris also added that the meeting included a preliminary discussion on how Boards would be consolidated, student populations as well as union contracts. Board Member Logar inquired about the accumulation of Debt and how that would affect the consolidation of the school budgets. Board member Harris added that the Feasibility Study would review all local school budgets and review the impact to each individual school.

b. Board Member Roop announced that an Ad Hoc Committee is beginning the CSA/Superintendent Search for the school district. The Ad Hoc Committee will outline the process for the search and establish the steps for evaluating the shared CSA model and exhaust all options to share with area schools, communicate the process of the evaluation and the results of the process. The second step would be to meet individually with each school CSA to interview. If the share option is not viable as a result of the process, then a permanent position will be searched. The goal is to be completed by January 2022 and the committee will continue to share information as the process unfolds. Board Member Logar added that a both a personnel role and financial impact will be evaluated.

c. Board Member Hale inquired about grants and the process for searching for grants to offset the budget impacts. Both Ms. Postma and Ms. Roncoronie explained the current grant process for the entitlement grants and how each grant has a specific purpose, rather than a lump sum of funding to offset budget impacts for staffing reductions. Board Member Harris noted that there are grant services available to find other local grants. Board Member Logar added that in the past a teacher was assigned with a stipend position to write grants.

d. Board President Roosen discussed the National School Boards Association response to a news release that stated that board meetings across the Nation have been under "domestic terrorism" and added that NJSBA did not sent out the notice and nor does the school support the notice.

e. Board President Roosen announced that a community member contacted her to acknowledge that there was a breach in confidentiality by allowing an email to be added to the "Friend Finder" without notice. It was noted the PTO has a process to have parents sign-up for the program and allow information to be shared.

XIII. PUBLIC COMMENTS: None

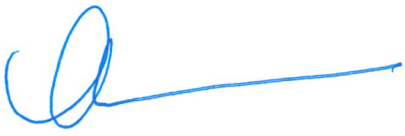
XIV. NOTEWORTHY DATES:

A. November 17, 2021 - Regular Board Meeting - Conley School Music Room - 6:30 p.m
B. November 25 and 26, 2021 - Schools Closed for Thanksgiving Recess
C. December 8, 2021 - Board Work Session Meeting - Conley School Music Room - 6:30 p.m
D. December 15, 2021 - Regular Board Meeting - Conley School Music Room - 6:30 p.m

XV. ADJOURNMENT

MOTION TO ADJOURN by Roop, seconded by Harris. On a Voice Vote, all present were in favor, the meeting adjourned at 7:28 pm.

Respectfully submitted,



Abigail J. Postma, SBA/Board Secretary