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

REGULAR MEETING MINUTES
WEDNESDAY, AUGUST 21, 2024 at 7:00 p.m
Ethel Hoppock Middle School - Library/STEAM Room

I. **CALL TO ORDER** - President MacDonnell called the meeting to order at 7:00 p.m.

II. PUBLIC MEETING NOTICE

In compliance with the Open Public Meetings Act 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/

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Board Members Present: Mr. Greg Glazar, Mr. Thomas Gregor, Mr. Michael Hale, Ms. Jenny Holmes, Mr. Daniel MacDonnell, and Ms. Stephanie Yager

Board Members Absent: Ms. Jennifer Seibert

District Administrators Present: Edward Abato - CSA and Kirby Hendershot - SBA/BS

V. EXECUTIVE SESSION #1

NO EXECUTIVE SESSION WAS HELD

VI. CORRESPONDENCE

NONE

VII. PUBLIC COMMENTS - Agenda Items Only

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.

Motion by Ms. Yager to open public comment, seconded by Ms. Holmes. On a voice vote all were in favor.

There were no public comments.

Motion by Mr. Hale, seconded by Ms. Holmes to close public comment. On a voice vote, all were in favor.

VIII. MINUTES - M1

A. BE IT RESOLVED that the minutes of the Board of Education meetings, held on the dates indicated, be approved and filed.

July 24, 2024 Regular Meeting Minutes
July 24, 2024 Executive Meeting Minutes

Motion by Mr. Hale, seconded by Ms. Yager to approve Minutes item A. On a roll call vote, item A was approved as follows:
7/24/24 Regular Meeting Minutes 4-0-2 (aye Hale, Holmes, Yager, MacDonnell; abstain Glazar, Gregor)
7/24/24 Executive Meeting Minutes 4-0-2 (aye Hale, Holmes, Yager, MacDonnell; abstain Glazar, Gregor)

Discussion:
NONE

IX. SCHOOL BOARD PRESIDENT REPORT

Mr. MacDonnell, on behalf of the board, thanked the custodial staff for working so hard over the summer to make the buildings look great and ready for the school year. He also extended good luck to the district teachers, staff and students for the 2024-25 new school year.

X. SUPERINTENDENT REPORT

Mr. Abato gave a recap of the District opening for staff. Staff attended 3 days of in district professional development that included: School safety training, School Fi training and PD presented by Dr. Tracey Severns. Pre-k, kindergarten and 6th grade all had a chance to tour the building this week.

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Ms. Hendershot extended a thank you to the facility and custodial staff for all of their hard work this summer. She also discussed the Potable Water Supply Lead Testing results for the district, an update on the possibility of a natural gas line and gave an audit update.

XII. FINANCE

Committee Members: Thomas Gregor, Jenny Holmes, and Jennifer Seibert

A. Approval of Bills List - *(Attachment Bills List)*
BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for the period July 25, 2024 through August 21, 2024 for a total amount of $496,126.18 which includes two payrolls:

July 30, 2024	$66,705.28
August 15, 2024	$66,598.62

B. Acceptance and Approval of Board Secretary's Report for the month of June 2024 *(Attachment June Board Secretary Report and June Treasurer Report)*
BE IT RESOLVED that the Board acknowledge receipt of the monthly certification of the Board Secretary for June 2024, and after review of the Board Secretary's and June 2024 Treasurer's Reports, certify no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A – 16.10 (c)4 and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A:23A-16.10 (a).

C. Approve Line Item Transfers for the month of July, 2024 *(Attachment July Transfers)*
BE IT RESOLVED that the Board approve the line item transfers for July 1, 2024 through July 31, 2024 in the amount of $58,820.

D. Approval of Joint Transportation Agreement 2024/2025 school year
BE IT RESOLVED that the board approves a joint transportation agreement with Delaware Valley Regional High School (host) and Bethlehem Township school district (joiner) for student #280349 to the Center School in the amount of $37,952.00.

E. Approval of Out of District Placement for the 2023-2024 school year
BE IT RESOLVED that the board, upon recommendation of the Superintendent approve the out of district placement for student #280349 to attend The Center School in the county of Somerset for the 2024-2025 school year in the amount of $82,985.40 (tentative) plus transportation. Effective September 5, 2024.

F. Approval to Appoint a School Health Insurance Fund Commissioner
BE IT RESOLVED that the Board, upon recommendation of the Superintendent appoint Kirby Hendershot as FUND commissioner to the School Health Insurance Fund to represent the Bethlehem Board of Education and be it further resolved that Edward Abato be and is hereby appointed as alternate Fund Commissioner to the School Health Insurance Fund effective August 21, 2024.

G. Approval of Board, staff workshop attendance and travel expenditures

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, make the findings and approve attendance and travel for the following workshops/meetings.

- that travel is directly related to and within the scope of the employee or Board member's duties or responsibilities; and for employees, the school district's professional development plan;

- that travel is critical to the instructional needs of the district or furthers the efficient operation of the district;
- that the travel is in compliance with state and federal travel payment guidelines; and
- that the travel is in compliance with the District policy on travel.

Date(s)	Admin./ Staff Member	Program/Location	Cost	Mileage	Lodging	Meals and Incidentals
Oct. 16, 2024	Cynthia Arancio, R.N. School Nurse	NJAAP - School Health Conference, Somerset, NJ	$225	n/a	n/a	n/a
Oct. 16-18, 2024	Dr. Sally Klemm	NJPSA/FEA Fall Conference, Atlantic City , NJ - Mileage approval only. Prof. Day was already approved on 7/24/2024		$106.22		
Oct. 21-24, 2024	Edward Abato	NJ School Boards Association Workshop-Atlantic City Convention Center.	$550	$109.04	$330	$238.00
Oct. 21-24, 2024	Kirby Hendershot	NJ School Boards Association Workshop-Atlantic City Convention Center.	$550	$109.04	$330	$238.00
Oct. 21-24, 2024	Dan MacDonnell	NJ School Boards Association Workshop-Atlantic City Convention Center.	$550	$108.10	$330	$238.00
Oct. 21-24, 2024	Michael Hale	NJ School Boards Association Workshop-Atlantic City Convention Center.	$550	$108.10	$330	$238.00
August 17, August 24, September 7, September 14, September 21, September 28, October 5, October 12, October 19, October 26, 2024	Kirby Hendershot	NJASBO School Finance: Morris Co. Public Safety Training Academy	$750	n/a	n/a	n/a

Sept. 12, 2024	Kirby Hendershot	NJASBO:OPRA/Negotiations/Arbitration/Fact Finding & Records Retention- Birchwood Manor, Whippany NJ	$145	$40.42	n/a	n/a

The Finance Committee met on 8/15. Mr. Gregor gave the report. Motion by Mr. Glazar, seconded by Mr. Gregor to approve finance items A-G. On a roll call vote, items A-G were approved as follows: 6-0-0 (aye Glazar, Gregor, Hale, Holmes, Yager, MacDonnell)

XIII. PERSONNEL

Committee Members: Thomas Gregor, Jenny Holmes, and Jennifer Seibert

A. Approval of Stipend Advisor for the 2024-2025 School Year

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approve the following stipend advisor for the 2024-2025 School Year:

Staff Member	Stipend Activity	Amount (pending BTEA Negotiations)
Lauren Hunt	Teacher In Charge Aug. 22 through approx. Nov. 22, 2024	$1,500.00 (prorated)

B. Approve Contract for 2024/2025 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve contracts for the following individual for the 2024-2025 school year as per the agreement between the Bethlehem Township Board of Education and the Bethlehem Township Education Association (BTEA) subject to further investigation pursuant to law.

Name	Level	Step	Salary	Position	Start Date
Mark Tapio	MA	1	$56,089	Middle School Math Teacher	8/19/2024

C. Approval of Custodian for the 2024-2025 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the contract for the following individual for the 2024-2025 school year subject to further investigation pursuant to law.

Name	Position	Salary	Start Date
Angel Bermeo	Custodian	$37,000	To Be Determined

D. Approval of Part-Time to Full-Time Teacher Contract
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the following teacher to change from Part-Time to Full-Time status for the 2024-2025 school year:

Name	Level	Step	Salary	Position	Start Date
Cara Crisafi	BA + 15	4	$58,989	Conley School Teacher	8/19/2024

E. Rescind Offer of Employment -Benjamin Paine
BE IT RESOLVED that the Board upon recommendation of the Superintendent, rescind the offer of employment for Benjamin Paine as a middle school math teacher.

At the July Board meeting Benjamin Paine was approved as a middle school math teacher. We were notified by Mr. Paine that he will not be taking the position.

F. Approval of Home Instructors for the 2024-2025 School Year
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the following home instructors at the rate of $45 per hour for the 2024/2025 school year:

Name	Certification
All District Certificated Staff	Various
Kelly Gebhart	TOSD PreK through Gr. 3
Cathy Nadal-Willis	Elementary K-8

G. Approve Renewal of Shared Services Agreement for Speech Services with High Bridge Board of Education for the 2024/2025 School Year.
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the shared services agreement with High Bridge Board of Education for the sharing of a speech therapist for the 2024/2025 school year at a total cost of $48,283.38. (*Attachment: 2024-2025 Speech Therapist High Bridge Shared Service Agreement*)

There was no committee meeting this month. Motion by Ms. Yager, seconded by Mr. Hale to approve personnel items A-G. On a roll call vote, items A-G were approved as follows: 5-0-1 (aye Glazar, Gregor, Hale, Yager, MacDonnell; abstain Holmes)

XIV. SCHOOL OPERATIONS

Committee Members: Michael Hale, Daniel MacDonnell and Greg Glazar

A. Approval of Facilities Usage

Date	Event	Facility	Group
Second Wednesday of each month 3:30-5:00 9/11/24-5/14/25	Monthly meetings	Conley School	Girl Scouts of America Troop 80340
Tuesday 6:30-8:30 9/10/24-6/3/25	Women's Volleyball	Conley School	Bethlehem Township Recreation
Saturday, 9/14/ 2024 - 2:00 - 5:00 p.m. (updated start time)	BTEA - Back to School Picnic	Conley School	Bethlehem Township Educational Association (BTEA)

There was no committee meeting this month. Motion by Mr. Hale, seconded by Mr. Gregor to approve school operation item A. On a roll call vote, item A was approved as follows: 6-0-0 (aye Glazar, Gregor, Hale, Holmes, Yager, MacDonnell)

XV. EDUCATION & POLICY

Committee Members: Stephanie Yager, Tom Gregor, & Jenny Holmes

~~**A. Approval of Updated Math/ELA Curriculum**~~

~~**BE IT RESOLVED** that the Board upon recommendation of the Superintendent, approve the Updated Math/ELA Curriculum.~~

TABLED

XVI. OLD BUSINESS

NONE

XVII. NEW BUSINESS

NONE

XVIII. PUBLIC COMMENTS

Motion by Mr. Glazar, seconded by Mr. Gregor to open public comment. On a voice vote, all were in favor.

- **Want to see BTSD apply for pre-school expansion aid and find a way to make it work**
- **Universal pre k would provide a massive benefit to the community**
- **Pre- school students going to Conley should be allowed to ride the bus, especially if they have a sibling getting on the bus.**

Motion by Mr. Hale, seconded by Mr. Glazar to close public comment. On a voice vote, all were in favor.

XIX. EXECUTIVE SESSION (If necessary)

XX. GOOD OF THE ORDER

XXI. NOTEWORTHY DATES:

1. September 18, 2024 - Regular Meeting of the Board of Education - EHMS Library/STEAM RM. - Public meeting begins at 7:00 p.m.

XXII. ADJOURNMENT

Motion to adjourn by Ms. Yager, seconded by Mr. Gregor. On a voice vote, all were in favor. Meeting adjourned at 7:33 p.m.

Respectfully Submitted,

Kirby Hendershot
School Business Administrator/Board Secretary

Approved on 9/18/24