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

REGULAR MEETING MINUTES
WEDNESDAY, June 17, 2026 at 6:30 p.m.
Ethel Hoppock Middle School - Library/STEAM Room

I. CALL TO ORDER-Mr. MacDonnell called the meeting to order at 6:34 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: 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, Ms. Erin Roop, Ms. Jennifer Seibert, Ms. Stephanie Yager and Mr. Daniel MacDonnell

*One Vacant Board Seat

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

Bethlehem Township School District
2025 - 2026 District Goals

District Goal #1: Evaluation & Adoption of New Programs

Objective:
By June 2026, the district will evaluate and adopt new science and social studies programs that align with state standards, promote inquiry-based learning, and support the needs of all students K-8.

District Goal #2: Facilities Planning and Safety Improvements

Objective:
During the 2025–2026 school year, the district will prepare a prioritized list of facility projects for both Ethel Hoppock Middle School and Thomas B. Conley Elementary School to guide long-term budgeting and planning, while completing critical safety upgrades this year.

District Goal #3: Implement and Enhance the RTI Framework (Phase III) to Support Student Achievement

Objective: To continue with the integration & enhancements of the Response to Intervention (RTI) framework within the Bethlehem Township School District during the 2025-2026 school year. This will include the adoption and implementation of new intervention programs aligned to our core programs used in each grade level, formalized tier 2 & tier 3 interventions, modifications to action plans based on new programs, continued use of diagnostic and screening assessments.

District Goal #4: Comprehensive Curriculum Rewriting for K-8 art, music and physical education

Objective: To develop and implement a rigorous, standards-aligned K-8 curriculum in art, music, and physical education that fosters critical thinking, problem-solving, and interdisciplinary connections, ensuring our students are prepared for a rapidly evolving global society.

V. CORRESPONDENCE-NONE

VI. SUPERINTENDENT REPORT

- A special thank you to the following organizations for supporting the staff lunch at Conley School for Teacher Appreciation week. We appreciate their support to our school district!
    - Colalillo Family at Shop-Rite of Greenwich
    - Philly Pretzels, Flemington, NJ
    - Chick-Fil-A, Phillipsburg, NJ

- A special thank you to the Clinton Station Diner for donating all the wonderful pancakes for our students at Hoppock School for Maple day on May 26, 2026. The staff and students appreciated the delicious pancakes and all the condiments too! We appreciate their support to our school district.

- Presentation - Eagle Scout Project
    - Matthew Totaro

Motion by Mr. MacDonnell to approve Matthew Totaro's Eagle Scout Project, seconded by Ms. Roop. On a voice vote, all present were in favor.

- Presentation - Programs & Intervention
    - Stacey Michalski
    - Kaitlyn Petrovski

A. Harassment, Intimidation and Bullying (HIB) Report
BE IT RESOLVED, that the Bethlehem Township Board of Education reviewed the Harassment, Intimidation, and Bullying case presented on May 20, 2026, and upheld the findings and/or consequences recommended by the Superintendent:

School	Date of Incident	Report #	Classified HIB Y/N	Additional Action Taken
Conley	05/13/2026	2	N	Transfer to Code of Conduct

Motion by Ms. Roop seconded by Ms. Yager, to approve the Superintendent's HIB report. On a roll call vote, the HIB report was approved as follows:5-0-1 (aye Gregor, Roop, Seibert, Yager, MacDonnell; Abstain Glazar)

VII. BOARD MEMBER CANDIDATE INTERVIEWS - To fill one vacant board member seat beginning August 11, 2026 through December 31, 2026.

Candidates for Board Vacancy:

- Christopher Edwards - 7:00
- Brittany Friedel - 7:10
- Jameson Landgraf-Kimball - 7:20

EXECUTIVE SESSION #1- No first executive session held. Roll call votes for the new Board Candidate will occur after the second Executive Session..

VIII. 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 Mr. Glazar to open public comments, seconded by Ms. Yager. On a voice vote, all were in favor.

No public comments

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

IX. MINUTES - M1

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

May 20, 2026 Regular Meeting Minutes
May 20, 2026 Executive Session Meeting Minutes

Motion by Ms. Yager, seconded by Ms. Roop to approve Minutes item A. On a roll call vote, the minutes were approved as follows: 5-0-1 (aye Glazar, Roop, Seibert, Yager, MacDonnell. Abstain Gregor)

X. SCHOOL BOARD PRESIDENT REPORT

Mr. MacDonnell commented that it was great to walk into the buildings and see the various summer projects started. He thanked the staff for working hard.

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Ms. Hendershot thanked the custodial staff for their hard work starting all summer projects. Ms. Hendershot also wished Sam Michalski well as he starts his new career.

XII. FINANCE

Committee Members: Thomas Gregor, Jennifer Seibert, Vacant Seat

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 April 30, 2026 through May 20, 2026 for a total amount of $877,569.47 which included three payrolls:

May 29, 2026	$255,155.89
June 9, 2026	$251,736.34
June 10, 2026	180,181.97

B. Acceptance and Approval of Board Secretary's Report for the month of May 2026 *(Attachment May Board Secretary Report and May Cash Reconciler Report)*

BE IT RESOLVED that the Board acknowledge receipt of the monthly certification of the Board Secretary for May 2026, and after review of the Board Secretary's and May 2026 Cash Reconciler'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 May *(Attachment May Transfers)*

BE IT RESOLVED that the Board approve the line item transfers for May 1, 2026 through May 31, 2026 in the amount of $15,973.59

D. Approval to Appropriate Funds to the Capital Reserve Account

BE IT RESOLVED upon recommendation of the Superintendent, that the Board of Education will appropriate a sum not to exceed $800,000 to the Capital Reserve Account. The source of these funds derived from anticipated surplus realized at the conclusion of the 2025/2026 Fiscal School Year.

E. Approval to Appropriate Funds of the Maintenance Reserve Account

BE IT RESOLVED upon recommendation of the Superintendent, that the Board of Education will appropriate a sum not to exceed $300,000 to the Maintenance Reserve Account. . The source of these funds derived from

anticipated surplus realized at the conclusion of the 2025/2026 Fiscal School Year.

F. Renewal of Board Attorney for the 2026-2027 School Year
BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approve Comegno Law Group, P.C. as Board Attorney for the 2026-2027 School Year at the attached rates. All rates on file in the Business Office.

G. Renewal of Auditor for the 2026-2027 School Year
BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approve an Agreement with BKC, CPAs, PC for auditing and accounting services for the 2026-2027 School Year in the amount of $24,500.

H. Approval of School Health Insurance Fund (SHIF) rates for 2026-2027 school year
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the Renewal of Schools Health Insurance Fund (SHIF) through Integrity Consulting Group beginning July 1, 2026 through June 30, 2027 for coverage at the following monthly rate for health (medical and RX) benefits:

	AETNA CHOICE POS II $10	AETNA CHOICE POS II $15	AETNA EDUCATOR HEALTH PLAN (EHP)	AETNA GARDEN STATE PLAN
SINGLE	$1,602	$1,537	$1,381	$1,255
PARENT/CHILD	$2,983	$2,865	$2,573	$2,340
COUPLE	$3,207	$3,079	$2,763	$2,512
FAMILY	$4,587	$4,406	$3,950	$3,593

I. Renewal of Architect for the 2026-2027 School Year
BE IT RESOLVED that the Board, upon recommendation of the Superintendent approve Parette Somjen Architects as architect of record for the 2026-2027 School Year at the following hourly rates. All rates on file in the Business Office.
Partner: $186
Director/Senior Associate: $182
Senior Project Architect $175
Project Architect/Project Manager: $152

J. Approval of Therapy Services for the 2026-2027 School Year and Compensatory Therapy Services for the 2026-2027 School Year
BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approve Active For Life, LLC to provide physical therapy services for the 2026-2027 Extended School Year and the 2026-2027 School Year in the amount at the following rates. Amount not to exceed $4,500 for each.
Physical Therapy for 60 minutes……$160.00
Physical Therapy Evaluations (flat rate).....$500.00

K. 2026-2027 Anticipated contracts to be renewed, awarded, or to expire during the school year - P.L. 2015, c. 47 *(attachment Vendors)*
BE IT RESOLVED that the Board upon recommendation of the Superintendent, that pursuant to PL 2015, Chapter 47 the Bethlehem Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

L. Award of an RFP for Water Compliance Services
WHEREAS, the Bethlehem Township Board of Education, sought a Water Compliance contract through a request for proposal.
NOW, THEREFORE BE IT RESOLVED, that the Board, upon the recommendation of the Superintendent, award a contract to Natural Systems Utilities, located in Hillsborough Twp, NJ in accordance with their proposal dated June 15, 2026. The contract term will be from July 1, 2026 to June 30, 2027 with annual renewals not to exceed three (3) years. Total cost is $51,101.64 annually.

M. 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
July 28, 2026	Edward Abato	TCNJ - Climate & Cultural Institute, Brower Student Center, Ewing, NJ	No cost	$34.78	n/a	n/a
July 28, 2026	Bree Robinson	TCNJ - Climate & Cultural Institute, Brower Student Center, Ewing, NJ	No cost	$31.77	n/a	n/a
July 28, 2026	Meghan Dagostino	TCNJ - Climate & Cultural Institute, Brower Student Center, Ewing, NJ	No cost	$34.12	n/a	n/a
July 28, 2026	Kaitlyn Petrovski	TCNJ - Climate & Cultural Institute, Brower Student Center, Ewing, NJ	No cost	$32.71	n/a	n/a
July 28, 2026	Mike Wilpiszeski	TCNJ - Climate & Cultural Institute, Brower Student Center, Ewing, NJ	No cost	$26.14	n/a	n/a

Aug. 6, 2026	Meghan Dagostino	Virtual WIDA Workshop - Interpreting Access to EKKs Score Reports	$250	n/a	n/a	n/a
Aug. 6, 2026	Kaitlyn Petrovski	Cursive Without Tears Training - Virtual Workshop	$129	n/a	n/a	n/a

N. Approval of Jointure Bus Transportation Agreement for the 2026-2027 Extended School Year
BE IT RESOLVED, that the Board upon recommendation of the Superintendent, approve the district bus transportation jointure agreement for the 2026-2027 Extended School Year with Delaware Valley Regional High School Joint Transportation Services, in Frenchtown, NJ, for one bus route in the amount of $7,782.60. Effective 7/1/26- 8/15/26.

The Finance Committee met on Tuesday, June 9, 2026. Ms. Seibert gave the report.

Motion by Ms. Yager, seconded by Ms. Roop to approve Finance items A-N. On a roll call vote, item A-N were approved as follows: 5-0-0 (aye Glazar, Roop, Seibert, Yager, MacDonnell)

XIII. PERSONNEL

Committee Members: Thomas Gregor, Jennifer Seibert, Vacant Board Seat

A. Approval of Renewal of Employment of Non-Tenured Administrators for the 2026-2027 School Year
BE IT RESOLVED that the Board upon recommendation of the Superintendent, renew the employment of the following certificated administrators for the 2026-2027 school year:

Last Name	First Name	Year 26-27	Status (12 Month)	Position	Salary
Robinson	**Bree**	**4**	**1.0 FTE**	**Principal - Thomas B. Conley School**	**$105,835**
Dagostino	**Meaghan**	**1**	**1.0 FTE**	**Principal - Ethel Hoppock Middle School**	**$95,000**

B. Approve Reappointment of Tenured Administrator for the 2026-2027 School Year
BE IT RESOLVED that the Board upon recommendation of the Superintendent, renew the employment of the following certificated administrator for the 2026-2027 school year:

Last Name	First Name	Status (12 Month)	Position	Salary
Klemm	**Sally**	**1.0 FTE**	**Director of Special Services**	**$131,297**

C. Approval of Salaries for Unaffiliated and Support Staff for the 2026-2027 School Year
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the salaries for the

following Unaffiliated and Support Staff for the 2026-2027 School Year:

Name	Position/Location	Annual Salary
Minichini, Eric	**Custodian**	**$40,019**
Morales, Reinaldo	**Custodian - Conley**	**$55,965**
Otero, Melvin	**Custodian - Hoppock**	**$55,965**
Peters, Katherine	**Custodian**	**$45,617**
Schendel, Stuart	**Head of Buildings and Grounds**	**$75,000**
Coletti, Michele L.	**Business Office Manager**	**$79,560**
Baglioni-Conover, Shannon	**FT Aide - 10 month**	**$28,460**
Colon, Jill	**FT Aide - 10 month**	**$31,334**
Morales, Kiara	**FT Aide - 10 month**	**$25,066**
Mulhern, Bonnie	**FT Aide - 10 month**	**$29,960**
Romero, Katya	**FT Aide - 10 month**	**$24,336**
Wertheim, Kimberly	**FT Aide - 10 month**	**$23,400**
Andrews, Margaret	**Secretary (Superintendent)**	**$80,178**
Bramick, Ellen	**Secretary (Hoppock)**	**$50,250**
Roling, Christine	**Secretary (Conley)**	**$52,137**

All employees are 12-month unless otherwise noted.

D. Approve Staff Unpaid Leave of Absence Days

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the following unpaid absence days for the following staff member(s):

Staff Member	Unpaid Leave Day
Shannon Scanlon	May 27, 28, and June 5, 2026 - 3 days
Lisa Lee	May 26, 27, 28 & 29 (½ day), 2026 - 3-½ days

E. Acceptance of Letter of Resignation

BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept the resignation of the following staff member:

Name	Effective Date
Samuel Michalski	June 30, 2026

F. Approval of Summer Custodial Help

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the following individual to work and assist the custodians at Conley and/or Hoppock Schools in the summer from 9:00 a.m. to 2:00 p.m. - 20 hours per week at the rate of $16.25 per hour. Effective June 15, 2026 to approximately August 26, 2026.

Name
Jason Abbott

G. Approve Contract(s) for 2026-2027 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve contract(s) for the following individual(s) for the 2026-2027 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
Michaela Wilcox	BA	1-2	$60,114	Elementary Teacher	8/24/2026
Amanda Swimmer	MA+15	9	$74,144	Elementary Special Education Teacher	8/24/2026

H. Approval of Unaffiliated Staff for the 2026-2027 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve contracts for the following individual for the 2026-2027 school year subject to further investigation pursuant to law.

Name	Position	Salary	Effective Date
James Robbins	Custodian - Full time - 12 month	$40,000	7/1/2026

I. Approval of Summer Ordering Specialist for the 2026-2027 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve staff member, Kimberly Intrabartolo for the position of Summer Ordering Specialist for the summer at $35.00 per hour for a maximum of 30 hours.

The Personnel Committee met on Tuesday, June 9, 2026. Ms. Seibert gave the report.

Ms. Roop suggested that the Board continues to have conversations about the salaries of aides and making their salary a more livable wage. She also noted that adding the longevity and additional pay for the sub certs was a great first step.

Motion by Ms. Roop, seconded by Ms. Yager to approve Personnel items A-I. On a roll call vote, items A-I were approved as follows: 5-0-0 (aye Glazar, Roop, Seibert, Yager, MacDonnell)

XIV. SCHOOL OPERATIONS

Committee Members: Daniel MacDonnell, Greg Glazar, Jennifer Seibert

A. Acceptance of Fire and Security Drill Reports for the months of May and June 2026
BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept the Fire, Security and Bus Evacuations Drills for the months of May and June for the Thomas B. Conley School and Ethel Hoppock Middle School:

MONTH	SCHOOL	FIRE DRILL	SECURITY DRILL
May & June 2026	TBC	5/28/26 and 6/01/26	5/06/26 and 6/09/26
May & June 2026	EHMS	5/28/26 and 6/11/26	5/19/26 and 6/03/26

B. Approval of Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2026-2027 school year - Attachment
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the submission to the Hunterdon County Dept. of Education Office for the Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2026-2027 school year.

C. Approval to Accept the QSAC Monitoring Score from the NJ Department of Education - Attachment
BE IT RESOLVED that the Board upon recommendation of the Superintendent, accept the QSAC (Quality Single Accountability Continuum) 2025-2026 monitoring score from the NJ Department of Education.

The School Operations Committee met on Tuesday, June 9, 2026. Mr. Glazar gave the report.

Mr. MacDonnell had questions about the District QSAC score. Mr. Abato answered.

Motion by Mr. Glazar, seconded by Ms. Roop to approve School Operations items A-C. On a roll call vote, items A-C were approved as follows: 5-0-0 (aye Glazar, Roop, Seibert, Yager, MacDonnell)

XV. EDUCATION & POLICY

Committee Members: Stephanie Yager, Tom Gregor, Erin Roop

A. Approval of the Second Reading of the following Policies
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the second reading of the following policies:
Second Policy Readings
Policy #0162 Notice of Board Meetings
Policy #0162.01 Legal Notices
Policy #1643 Family Leave
Policy #2200 Curriculum
Policy #2260 Equity in School and Classroom Practices
Policy #2411 Career Education and Academic Counseling
Policy #5111.3 Eligibility of Resident/Nonresident Students - Choice School District
Policy #5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
Policy #6112 Reimbursement of Federal and Other Grant Expenditures
Policy #6115.02 Federal Awards/Funds Internal Controls - Mandatory Disclosures

Policy #6311 Contracts for Goods or Services Funded by Federal Gra

B. Approval to Abolish the following Regulations
BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve to abolish the following regulations:
Regulation #2200 - Curriculum Content
Regulation #2411 - Guidance Counseling

C. Approve Adoption of TCI's Social Studies Program for the 2026-2027 School Year
BE IT RESOLVED that the Board, upon recommendation from the Superintendent, approve adoption of TCI's Social Studies Program, for students in grades K-8 for the 2026-2027 school year.

The Education & Policy Committee met on Tuesday, June 9, 2026. Ms. Yager gave the report.

Mr. Abato made note that he is very excited for the TCI Social Studies Program.

Motion by Mr. Glazar, seconded by Ms. Roop to approve Education & Policy items A-C. On a roll call vote, items A-C were approved as follows: 5-0-0 (aye Glazar, Roop, Seibert, Yager, MacDonnell)

XVI. ANNUAL SCHOOL OPERATIONS

A. Approve Annual Reappointments
BE IT RESOLVED that the Board, upon recommendation from the Superintendent, approve the following appointments/re-appointments for the 2026-2027 school year or until superseded by another resolution:

504 Coordinator	Sally Klemm
Accounting Software System	CDK Systems
AHERA Consultant	RK Occupational & Environmental Analysis Inc.
Architect of Record	Parette Somjen Architects LLC
Asbestos Management Officer	Stuart Schendel
Affirmative Action Officer	Sally Klemm
Attendance Officer	Edward Abato
Anti-Bullying Coordinator	Sally Klemm
Bond Counsel	Wilentz, Goldman & Spitzer
Business Administrator/Board Secretary	Kirby Hendershot
Chemical Hygiene Officer	Stuart Schendel
Drinking Water Compliance Manager	Natural Systems
Financial Advisory Services	Phoenix Advisors, LLC
Health Insurance Agent	Integrity Consulting Group
HIB Coordinator	Sally Klemm
Homeless Liaison	Sally Klemm

Home Instruction Coordinator	Sally Klemm
I&RS Coordinator	Meaghan Dagostino
Indoor Air Quality Designee	Stuart Schendel
School Insurance Agent of Record	CBIZ
Integrated Pest Management (IPM) Coordinator	Stuart Schendel
IPM Program Consultant	Safe Schools, LLC
Lead Testing Program Manager	Kirby Hendershot
Official Newspapers	Gannett, NJ Herald, Star Ledger, and the Express Times
Occupational Therapy Service	Therapeutic Interventions, Inc.
Payroll Services	R&L Payroll Services, Inc.
Personnel Software System	Genesis School Fi
Policy Service Provider	Strauss Esmay
Public Agency Compliance Officer	Kirby Hendershot
Public Records Custodian	Kirby Hendershot
Purchasing Agent	Kirby Hendershot
Right to Know Training and Compliance	RK Occupational & Environmental Analysis Inc.
Right to Know Officer	Kirby Hendershot
Safety Team Coordinator	Bree Robinson
School Attorney	Comegno Law Group, P.C.
School Auditor	BKC, CPAs, LLC
School Physician	Hampton Family Practice
School Safety Specialist	Bree Robinson
District Testing Coordinator	Meaghan Dagostino
Cash Reconciler	Paula Hatch
Water Operator	Natural Systems

B. Designation of Depositories for District funds

BE IT RESOLVED that Citizens Bank is hereby designated as depository for funds of the Bethlehem Township School District, and

BE IT FURTHER RESOLVED that investments can be secured in any other bank holding a current certificate of eligibility from the State of New Jersey Banking Association.

C. Designation of School Funds Investor

BE IT RESOLVED that the Board designate School Funds Investor as Board Secretary/Business Administrator pursuant to 17:12B-241.

D. Designation of Signatures for District Checking Accounts
BE IT RESOLVED, that the Board of Education hereby authorizes the following authorized signatures on the accounts at Citizens Bank.

Account	Number of Signatures Required	Authorized Signatories
General Account	3	Board President, Superintendent and Board Secretary
Cafeteria, Payroll, Payroll Taxes, Payroll Agency, Petty Cash, Maintenance Reserve, Capital Reserve, Summer Payment Plan, FSA	2	Superintendent and Board Secretary
Student Activities - Conley Student Activities - Hoppock	2	Board Secretary and Principal

E. Approve Petty Cash Account
BE IT RESOLVED that the Board maintain a Petty Cash Fund in the amount of $500.00 for the 2026-2027 school year and appoint the School Business Administrator as custodian.

F. Approve Existing Board of Education Policies
BE IT RESOLVED that the Board approve the existing policies, by-laws, and administrative procedures of the Bethlehem Township Board of Education for the 2026-2027 school year.

G. Approve Curricula, Textbooks and Instructional Materials
BE IT RESOLVED that the curricula, textbooks and instructional materials for grades preschool through grade eight be approved by the Board of Education of the Bethlehem Township School District for the 2026-2027 school year.

H. Approve the New Jersey Minimum Chart of Accounts
BE IT RESOLVED, that the Board approve the New Jersey Minimum Chart of Accounts.

I. Authorize Line Item Transfers
BE IT RESOLVED, that the Board authorize the Superintendent in conjunction with the Business Administrator/Board Secretary to approve approve line item transfers as necessary between board meetings and such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting, pursuant to N.J.S.A 18A:22-8.1.

J. Authorize Payment of Bills Between Board Meetings
BE IT RESOLVED, that the Board authorize the Business Administrator/Board Secretary to approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19-4.1. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.

K. Approve 403(b), 457(b) and Third Party Plan Administrator
BE IT RESOLVED, that the Board approve the following 403(b) and 457(b) plan providers and to designate PlanConnect as the Tax Sheltered Annuity Third Party Administrator: Equitable, Orion, Lincoln Financial, MetLife,

Security Benefit and Vanguard

L. Approve Cooperative Purchasing Membership Agreements
BE IT RESOLVED, that the Board approve membership in the following Cooperative Purchasing Agreements: Education Data Services, Hunterdon County Education Services Commission, PEPPM Technology Bidding, New Jersey Educational Computing Cooperative (NJECC), ACES, and Educational Services Commission of New Jersey

M. Approve the Following Resolution Authorizing Bid/Quote Thresholds:
WHEREAS the procurement Law 18A:18A-2, was signed into law by former Governor Whitman and became effective on April 17, 2000, and;
WHEREAS 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and;
WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and;
WHEREAS, 18A:18A-3 also authorizes a board of education to establish a bid threshold of $39,000 if they do not employ a qualified purchasing agent as determined by the Department of Community Affairs, and; **WHEREAS** 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% ($5,850) of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by Board resolution.
NOW THEREFORE BE IT RESOLVED, that the Bethlehem Township Board of Education pursuant to the statutes cited above hereby appoints Kirby Hendershot, School Business Administrator/Board Secretary as its duly authorized purchasing agent, and is duly assigned the authority and responsibility for the purchasing activity of the Bethlehem Township School District, and;
BE IT FURTHER RESOLVED, that Kirby Hendershot is hereby authorized to award contracts on behalf of the Bethlehem Township Board of Education that are in the aggregate less than 15% ($5,850) of the bid threshold without soliciting competitive quotations, and;
BE IT FURTHER RESOLVED, that Kirby Hendershot is hereby authorized to seek competitive quotations, when applicable and practicable and award such contracts when they in the aggregate exceed 15% of the bid threshold but less than the established bid threshold.

N. Approve the Following Resolution Authorizing State Contract Purchases:
WHEREAS, Title 18A:18A-10 provides that, a board of education without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and;
WHEREAS, the Bethlehem Township School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and;
WHEREAS, the Bethlehem Township School District desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year.
NOW, THEREFORE, BE IT RESOLVED, that the Bethlehem Township Board of Education does hereby authorize Kirby Hendershot, the district purchasing agent to make purchases of goods and services entered into on behalf by the State of New Jersey, Division of Purchase and Property utilizing its approved state contract vendor list.

O. Authorize Certified School Personnel to Collect and Maintain Pupil Records
BE IT RESOLVED that the Board authorize certified school personnel to collect and maintain the following types of pupil records as required by N.J.A.C. 6A:32-7.1 et seq:

Personal data identifying each pupil enrolled in the district including pupil's name, address, telephone number, date of birth, name of parent(s)/guardian(s), citizenship, gender, standardized assessments, grades, attendance, classes attended, grade level completed, and year completed; Daily attendance; Description of pupil progress, including grade level, according to evaluation system used by the district; History and status of physical health per state regulations; Special education records pursuant to relevant rules and laws; All other records required by the New Jersey State Board of Education.

P. Approval of Job Descriptions for the 2026-2027 School Year - Attachment

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the the updated job descriptions for district personnel of the Bethlehem Township School District for the 2026-2027 school year.

Q. Approval of Authorization of Emergent Hires by the Superintendent as needed for the 2026-2027 School Year

BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent to take appropriate action to effectuate any necessary emergent hires in order to address any unfilled positions, unanticipated resignations and/or retirement that may occur between today and the date of the next board meeting so that the District's schools are appropriately staffed to provide support and instruction during the 2026-2027 school year. Any such emergent hires are subject to ratification and approval by the Board at its next regularly scheduled meeting.

R. Approval of Danielson Teacher Evaluation Model for the 2026-2027 School Year

BE IT RESOLVED that the Board upon recommendation of the Superintendent, approve the Danielson Teacher Evaluation Model for the 2026-2027 school year.

Motion by Ms. Yager, seconded by Ms. Roop to approve Annual School Operation items A-R. On a roll call vote, items A-R were approved as follows: 5-0-0 (aye Glazar, Roop, Seibert, Yager, MacDonnell)

XVII. OLD BUSINESS

XVIII. NEW BUSINESS

XIX. PUBLIC COMMENTS

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

- **Kerri O'Connor advocated for a full day PreK 3 Program.**
- **Joel Barett commented that he was glad to see iReady in the District but it would be helpful to share the reports with parents and they should have access.**

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

XX. EXECUTIVE SESSION

Motion by Ms. Roop, seconded by Mr. Glazar to enter closed session at 7:54 p.m. 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;

NOW BE IT RESOLVED that, pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board shall adjourn from public session and enter into executive session for approximately 20 minutes to discuss the following: personnel

BE IT FURTHER RESOLVED that the Board of Education may take action upon its return to public session; and

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 Ms. Roop seconded by Mr. Gazar to return to the public session at 8:26 p.m. On a voice vote, all present were in favor.

XXI. BOARD CANDIDATE SELECTION

ROLL CALL VOTE for Board Candidate - Mr. Christopher Edwards
On a roll call vote, Mr. Edwards was voted as follows: 0-5-0 (nay Glazar, Roop, Seibert, Yager, MacDonnell)

ROLL CALL VOTE for Board Candidate - Ms. Brittany Friedel
On a roll call vote, Ms. Friedel was voted as follows: 5-0-0 (aye Glazar, Roop, Seibert, Yager, MacDonnell)

ROLL CALL VOTE for Board Candidate - Mr. Jameson Landgraf-Kimball
On a roll call vote, Mr. Landgraf-Kimball was voted as follows: 0-5-0 (nay Glazar, Roop, Seibert, Yager, MacDonnell)

Motion by Ms. Roop, seconded by Mr. Glazar to appoint Ms. Brittany Friedel to fill the vacancy of one board seat from August 11, 2026 through Dec 31, 2026 pending successful completion of background check. On a voice vote, all present were in favor.

XXII. GOOD OF THE ORDER

Ms. Roop commented on 8th grade graduation and stated it was great. She thanked the staff for all of the work, care, love and attention that they gave to send the 8th graders out to the rest of the world.

XXIII. NOTEWORTHY DATES:

1. August 19, 2026 (No board meeting in July) - Regular Board of Education Meeting - EHMS Library/STEAM RM. - Public meeting begins at 6:30 p.m.

XXIV. ADJOURNMENT

Motion to adjourn by Mr. Glazar, Seconded by Ms. Roop. On a voice vote, all were in favor. Meeting adjourned at 8:40 p.m.

Respectfully Submitted,

Kirby Hendershot
School Business Administrator/Board Secretary
Approved on 8/19/26